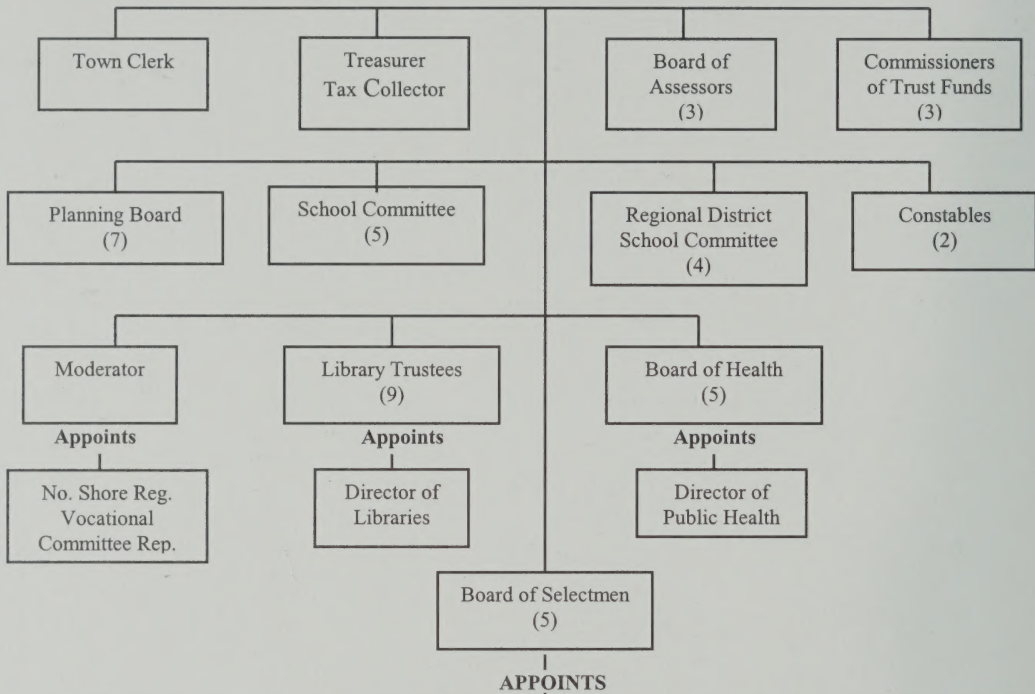


*Boxford
Annual Town
Report*

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BOXFORD OFFICIALS

VOTERS ELECT



OFFICERS:

Town Accountant
 Town Administrator
 Animal Control Officer
 Civil Defense Director
 Communications Director
 Finance Director
 Fire Chief
 Election Officers
 Forest Warden
 Town Geologist
 Parking Clerk
 Police Chief
 Supt. of Public Works
 Sealer of Weights & Measures
 Town Counsel
 Veterans' Agent
 Veterans' Graves Officer

COMMITTEES

Council on Aging
 Board of Appeals
 Cultural Arts Council
 Cable TV Advisory
 Capital Budgeting
 Computer Management
 Conservation Commission
 Police/Com. Bldg. Com.
 Fence viewers
 Finance Committee
 Town Forest Committee
 Historic District Commission
 Inspectors of: Animals
 Buildings Wiring
 Plumbing/Gas
 Boxford Land Committee
 Personnel Board
 Recreation Committee
 Recycling Committee
 Registrar of Voters
 School Building Committee
 Town Hall Bldg. Committee

AD HOC COMMITTEES

Bay Circuit Program
 Elder & Senior Housing Study
 Housing Partnership
 Boxford Playground

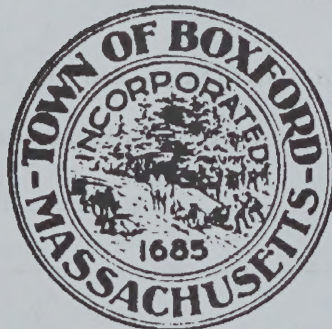
INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

Boxford Athletic Association
 BTA/BOLT, Inc.
 Historic Document Center
 H.A.W.C. (Help for Abused
 Women & Children
 Tri-Town Council on Youth &
 Family Services

BOXFORD

ANNUAL TOWN REPORT

2001



Boxford, Massachusetts

**VOLUNTEER APPLICATION
TO SERVE ON A TOWN BOARD/COMMITTEE**

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

**Office of the Selectmen
200 Washington Street
Boxford, MA 01921**

Name _____

Address _____

Telephone: Home _____ Office _____ Fax: _____

COMMITTEE INTEREST:

Brief summary of your background: (you may enclose a separate letter if desired)

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN



IN MEMORIAM – 2001

CRAIG E. FALK

1931 - 2001

Craig Falk, a long time resident of the Town of Boxford, was an active leader in the Community for many years. Craig was the backbone of the Boxford Planning Board on which he served from 1967 until his death in 2001. Craig was instrumental in reviving the Boxford Historical Society and was the key player in the development of Four Mile Village.



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Winter in Boxford, March 2001

TOWN OFFICERS

Elected

Appointed

Committees, Boards and Commissions

AD HOC Committees

Independent Services

ELECTED TOWN OFFICIALS

MODERATOR

Gerald R. Johnston (2002)

BOARD OF SELECTMEN

Neil S. Olansky, Chair (2004)
Robert H. Clewell (2003)
Charles J. Costello (2003)
Barbara G. Jessel (2004)
Robert A. Was (2002)

TOWN CLERK

Patricia A. Shields (2004)

TREASURER/TAX COLLECTOR

Ellen S. Guerin (2003)

BOARD OF ASSESSORS

Joseph A. Barrasso, III, Chair (2003)
Olivia Fiore (2002)
David F. Benson (2004)

BOXFORD SCHOOL COMMITTEE

Charles E. Killam, Chair (2002)
Nathan L. Levenson (2002)
Linda K. Mayger (2004)
J. Guy Simmons (2003)
Sandra Skinner (2003)

MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE

David B. Bassett (2002)
Barry Denofrio (2003)
Marci L. Miller (2003)
Kenneth J. Sargent (2004)
Nancy Vose (2002)

PLANNING BOARD

Robert C. Gore, Chair (2003)
Robert T. Ford (2006)
Joseph C. Hill (2004)
John A. Kerney (2006)
Holly Langer (2002)
Ellen Maynard Nestervich (2005)
Lawrence Simeone, Jr. (2002)
Craig Falk (deceased)

BOARD OF HEALTH

Mark P. Mitsch, Chair (2003)
Thomas M. Dusel (2002)
Louise B. Kress (2004)
Walter McPartlin (2003)
Barbara P. Stanley (2002)

**TRUSTEES OF THE BOXFORD
PUBLIC LIBRARIES**

Susan K. Knowles, Chair (2003)
Denise M. Ferris (2003)
Jeanette Glesmann (2002)
Ben Messenger (2002)
Richard Price (2002)
Linda S. Sivak (2003)
Mary E. Ripp (2004)
Lisa G. Teichner (2004)
Christine MacNeill (2002)
Helen K. Millstein (2004) (resigned)

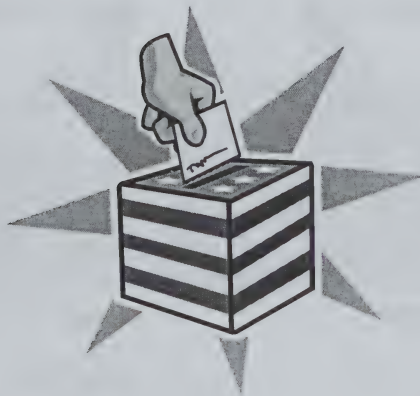
CONSTABLES

- *EAST PARISH*
- *WEST PARISH*

Robert L. MacKay (2002)
David Smallman (2002)

COMMISSIONERS OF TRUST FUNDS

Judith F. Carr , Chair (2002)
Anthony C. Dinanno (2004)
Samuel N. Shields (2003)



APPOINTED TOWN OFFICERS

TOWN COUNSEL	Kopelman and Paige, P.C.
TOWN ADMINISTRATOR	Alan J. Benson
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	David E. Durkee
POLICE CHIEF	Gordon A. Russell, Jr.
POLICE LIEUTENANTS	Paul M. Bates, Jr. Robert D. Hazelwood
FIRE CHIEF	Peter C. Perkins
TOWN ACCOUNTANT	William P. O'Brien
ALTERNATE TOWN ACCOUNTANT	Sandra Rossi
ACTING COMMUNICATIONS DIRECTOR	Warren Gould
DIRECTOR, PUBLIC HEALTH	Kendell Longo
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Adele McConaghy
PROCUREMENT OFFICER	Alan J. Benson
VETERANS' AGENT <i>(District Director)</i>	Edward Vincent Mitchell
VETERANS' GRAVE OFFICER	Kenneth H. Chadwick
FOREST WARDEN	Peter Perkins
TOWN GEOLOGIST	Richard Z. Gore
ANIMAL CONTROL OFFICER	Helen L. Phillips
ALTERNATE ANIMAL CONTROL OFFICER	Reed Wilson

PARKING CLERK

Leslie Dinanno

SEALER OF WEIGHTS & MEASURES

Robert Cronin

**NORTH SHORE REGIONAL
VOCATIONAL SCHOOL DISTRICT
REPRESENTATIVE**

Philip J. Holden (12-31-2002)

ASSISTANT ASSESSOR

Lauren M. Woekel

ASSISTANT TREASURER

Mary E. Bolen

DEPUTY TAX COLLECTOR

Kelley & Ryan Associates, Inc
13 Airport Drive
Hopedale, MA 01747



COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING

Kathie A. Canonica (2002) Chair
Judith F. Carr (2002)
Diane Marsh (2004)
Robert L. Price (2004)
Joan Tarleton (2004)
Richard Taylor (2003)
Marjorie A. White (2004)

BOARD OF APPEALS

William R. Cargill, Jr. (2003) Chair
Robert W. Conroy (2004)
Richard Tomczk (2002)

BOARD OF APPEALS

(Alternates)

Douglas Stuart (2002)
John J. Ferrante (2003) (resigned)
Barry Hutchinson (2004)

CABLE TELEVISION ADVISORY COMMITTEE

Bradley A. Sweet (2002) Chair
Joseph A. Cameron (2002)
Andy Teichner (2002)

CAPITAL BUDGETING COMMITTEE

Peter K. Race (2003) Chair
Robert W. Conroy (2002)
Joyce Ricklefs (2002)
Enid E. Thuermer (2004)
James Shanahan (2002)
Robert W. Turner (2002) (resigned)

COMPUTER MANAGEMENT COMMITTEE

David Manzi (2002) Chair
Randy F. Castle (2004)
Peter G. Clark (2002)
Kirk E. Jones (2003)
Russell A. Larson (2004)

CONSERVATION COMMISSION

Harry C. Reifel, Jr. (2003) Chair
Francis A. DiLuna (2002)
Ron Dechene (2003)
Stephen E. Knowles (2002)
Julia Mathews (2004)
Patricia Morris (2004)
Lana Spillman (2003)
Mary Kehoe (resigned)
Gerard D. Irmer (2003) (resigned)

CONSERVATION COMMISSION
(Alternates)

**BOXFORD CULTURAL COUNCIL
(ARTS COUNCIL)**

ELECTION OFFICERS - Precinct I
Democrat

Alice A. Farnsworth, Inspector
Irene Decoulos, Clerk
Joan F. Tarleton, Deputy Clerk
Beverly Perkins, Deputy Inspector

ELECTION OFFICERS - Precinct II
Democrat

Joyce Chub, Deputy Warden
Patricia J. Gleason, Warden
Jane E. Smallman, Deputy Inspector
Maryann Clemens, Inspector

FENCE VIEWERS

FINANCE COMMITTEE

TOWN FOREST COMMITTEE

HISTORIC DISTRICT COMMISSION

Nancy Merrill (2002)
Peter J. Delaney (2002)

Susan H. Davis (2003) Chair
Dorothea Ebert (2003)
Ann Haviland (2004)
Barbara Keiter (2003)
Joanne Parcellin (2004)
Linda Sargent (2004)
Bradley A. Sweet (2002)

Republican

Barbara Ross, Warden
Stephen Knowles, Deputy Warden
Beverly Grimes, Inspector
Eleanor G. Becker, Deputy Inspector

Republican

Victoria M. Hubbard, Deputy Inspector
Marion R. Musial, Inspector
Judith Gore, Deputy Clerk
June Baldwin, Clerk

Board of Selectmen

Kimberly A. Holliday (2002) Chair
Peter Bernardin (2003)
Joseph M. Callahan (2004)
Robert W. Conroy (2002)
James Shanahan (2004)
Preston G. Galarneau, Jr. (2003)
Robert W. Turner (2003) (resigned)

Paul R. French (2004)
Harold E. Garside (2003)
Robert W. Hazelwood (2003)
Thomas M. Thomassen (2002)

Gwendolen E. Perkins (2002) Chair
Virginia Havey (2002)
Melanie Pearsall (2003)
Anna Plucinska (2004)
Valerie Vitale (2003)
Susan T. Peterson (resigned)

HISTORIC DISTRICT COMMISSION
(Alternates)

Nancy N. Merrill (2003)
Michael Loring (2004)
Jeffrey Hermanson (2002)

INSPECTORS:

ANIMALS

BUILDING

Building (Alternate)

Building (Alternate)

HEALTH

GAS/PLUMBING

Gas/Plumbing (Alternate)

Gas/Plumbing (Alternate)

ELECTRICAL

Electrical (Alternate)

Electrical (Alternate)

Allison A. Hayes
Kenneth Ward (2004)
Glen Clohecy
Rupert Annis
Kendell Longo
Richard Bilo
David Leavitt
G. Thomas Caruso
David Levesque
Douglas Small
Kendall Magee

BOXFORD LAND COMMITTEE

Peter Delaney (2003) Chair
Peter Bernardin (2002)
Robert C. Gore (2004)
Natalie Grigg (2004)
Linda H. Young (2002)

**MASCONOMET REGIONAL
SCHOLARSHIP COMMITTEE**

Robert A. Was (2002)
Diane E. Gori (2002)
Ronald Holmgren (2002)
Peter K. Race (2002)
Kenneth Littlefield (2002)

PERSONNEL BOARD

Lee Thompson (2002)
Hilary Murray (2002)
Lisa Luchetti (2005)

POLICE DEPARTMENT
Chief of Police

Gordon A. Russell, Jr. (2003)

Lieutenants

Robert D. Hazelwood (2004)
Paul M. Bates, Jr. (2004)

Full Time Patrolmen

Louann M. Bonney (2002)
Robert E. Corliss (2002)
Kara Fitzpatrick (2002)
John D. Iannazzo (2003)
Bruce Allen Klinger (2003)
Thomas J. Nentwig (2003)

Peter G. Orlando (2004)
Brian Williams (2004)
James B. Riter (2002)
Susan J. Longo (2002)

Reserve Police Officers

Garrett M. Barber (2002)
Attilio J. Paglia (2002)
Paul E. Polonsky (2002)
Harold W. Trombly (2002)
John C. VanLoon (2002)
Scott Bucuzzo (2002)
Scott Frost (2002) (resigned)
Brian S. Neeley (2002)
Jennifer E. Hansen (2002)
Suzanne Dullea (2002)

Special Police Officer

Helen Phillips (2002)

**POLICE HEADQUARTERS & COMMUNICATIONS
BUILDING COMMITTEE**

Richard W. Ulman (2002) Chair
Peter Bernardin (2002)
Robert Hazelwood (2002)
Donna McArdle (2002)
Richard E. Stern (2002)

RECREATION COMMITTEE

Thomas W. Brown (2004) Chair
Nancy N. Merrill (2004)
Joseph M. Martinho (2002)
John A. Rowen (2002)
Kimberly C. Sears (2003)

RECYCLING COMMITTEE

Karen L. Sheridan (2004) Chair
Teri Allen (2004)
Lorraine Ott (2002)
Joanna Daniel (2004)
Nancy C. Woolford (2003)

**REGIONAL RECYCLING
COMMITTEE**

Teri Allen
Karen L. Sheridan

REGISTRAR OF VOTERS

Patricia A. Shields, Town Clerk
Anne C. Mannheim (2003)
Karen L. Sheridan (2002)
Bradley A. Sweet (2004)

ASSISTANT REGISTRAR

Alice J. MacKay (2002)

SCHOOL BUILDING COMMITTEE

Kevin J. Connors (2002)
Andrew M. Fraser (2002) (Chair)
J. Guy Simmons (2002)
Sandra Skinner (2002)
Robert A. Was. (2002)
Robert W. Conroy (2002)

TOWN HALL BUILDING COMMITTEE

Joyce G. Ricklefs (2002) Chair
John N. Adams (2002)
William F. Carey (2002)
Peter J. Cheever (2002)
Ellen S. Guerin (2002)

VETERANS' GRAVES OFFICER

Kenneth H. Chadwick (2002)

VETERANS' AGENT

Edward Vincent Mitchell (2003)

SCHOOL SUPERINTENDENTS**TRI-TOWN SCHOOL UNION**

Dr. Bernard Creeden

MASCONOMET REGIONAL SCHOOL DISTRICT

Dr. Kathleen Lynch

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT

Amelia P. O'Malley

AD HOC COMMITTEES**BOXFORD BAY CIRCUIT PROGRAM COMMITTEE**

Allison Chase (2002)
Beverly Ingalls (2002)
Nancy Merrill (2002)
Andrzej Plucinski (2002)
Deborah K. Siebols (2002)
David R. King (2002)

BOXFORD HOUSING PARTNERSHIP COMMITTEE

Barry Hutchinson (2002)
Robert W. Clewell, Chair (2002)
Joseph Hill (2002)
Louise B. Kress (2002)
Peter Delaney (2002)

BOXFORD PIPELINE STUDY COMMITTEE

Steve Merriam (2002)
Brad Sheldon (2002)
Patricia Morris (2002)

**FRIENDS OF THE ACKERMAN
PLAYGROUND COMMITTEE**

Kimberly C. Sears (2003)
Fred Tilton (2002)
Ben Messenger (2002)
Meredith Zafonte (2003)

**INDEPENDENT SERVICES
FOR THE TOWN OF BOXFORD**

BTA/BOLT, Inc.

Boxford Trails Association-
Boxford Open Land Trust, Inc.
7 Elm Street, 2nd Floor
PO Box 95
Boxford, MA 0-1921

Judith Gore, President
Office: (978) 887-7031

H.A.W.C.

Help For Abused Women and their Children
27 Congress Street
Salem, MA 01970

Deborah Gardner Walker
Development Coordinator
(978) 744-8552

HISTORIC DOCUMENT CENTER

173A Washington Street – PO Box 122
West Boxford, MA 01885
Hours: Wednesday 9AM - 4PM
Saturday 10AM - 3PM

Martha Clark, Archivist
(978) 352-2733

**TRI-TOWN COUNCIL ON YOUTH
AND FAMILY SERVICES, INC.**

P.O. Box 219
5 Main Street
Topsfield, MA 01983

Gary Sinclair, Executive Director
(978) 887-0920

GENERAL GOVERNMENT

Board of Selectmen

Town Counsel Report

Special Town Counsel's Reports

Personnel Board

Boxford Housing Partnership Committee

**Police Headquarters & Communications
Building Committee**

Town Hall Building Committee

BOARD OF SELECTMEN

The evolution in government continued for the town of Boxford in 2001, as we created and instituted a separate Finance Department to oversee all financial aspects of the town. We welcomed Gail LaPointe as our first Director of Municipal Finance.

Construction began on a new state of the art Police Station at the town site at the junction of Spofford and Ipswich Roads. As you read this, the station will be up and running, housing our police and communications departments.

Design began on our New Town Hall project. The Town Hall will sit on the site at Spofford Road and will house all aspects of Town government under one roof.

At Annual Town Meeting in May of 2001, the town adopted the Community Preservation Act, a means for raising funds via property tax surcharge to be used for open space, historic preservation, and affordable housing. At least 10% of the monies collected must be earmarked for each of these categories, with Town meeting approving expenditures recommended by the Community Preservation Committee. We formed this committee at Fall Town Meeting. Because the town adopted the Act early and voted to fund it at the maximum level, Boxford will be eligible for the highest level of State matching funds for our projects.

After the election in May, the Board of Selectmen welcomed Barbara Jessel as its newest member, and the first woman selectperson in almost ten years.

It was business as usual in Boxford until a Tuesday morning in September. The tragedy of September 11, 2001 forever changed our lives. Our safety officials reacted with the highest degree of professionalism, creating and implementing emergency plans to safeguard the Town.

The events of September 11 hit close to home, affecting the tri town area directly. Several families in our town lost loved ones. The town banded together in support and held well-attended fund raising events. The spirit of America was reflected in the acts of our small town.

In 2001, we reached a major milestone in Boxford. We now have over 150 citizens volunteering their time and talent to serve on boards and committees. To those who serve, we thank you for your spirit and dedication. To those who do not as yet, we encourage you to become involved and give a little something back.

BOARD OF SELECTMEN

Neil Olansky, Chairman
Bob Clewell
Chuck Costello
Barbara Jessel
Bob Was

**ANNUAL REPORT OF TOWN COUNSEL
KOPELMAN AND PAIGE, P.C.
Attorneys at Law
31 St. James Avenue
Boston, MA 02116-4102
(617) 556-0007**

1. Haszard v. Gore, et.al. (Pl.Bd.),

Land Court Misc.No.273914

This is an appeal of the Planning Board's denial of ANR endorsement for a plan showing land at 45B Glendale Road. Case is pending.

2. Neidhardt v. Town,

Essex Superior Court, C.A.No.01-1731

Owners of property abutting the Town's former landfill have filed a claim alleging property damage pursuant to G.L.c. 21E and trespass due to alleged release of arsenic. Case is pending.

3. Nissenbaum v. Town, et.al.,

Essex Superior Court, C.A.No.99-1247

Complaint filed in June 1999 pursuant to G.L.C. 40A, section 17 alleging that the Ingaldsby Farm Stand violates the Town's zoning by-laws and seeking enforcement of same. Case is pending.

4. Randazzo v. Town,

Essex Probate Court, C.A.No.99E-0043-GC1

Plaintiff seeks equitable relief relative to burial issue. The Town denies ownership or operation of the cemetery. Town's answer filed June 16, 1999. Boxford Village Cemetery filed an answer on June 24, 1999. No further action to date.

5. Tanner et.al. v. Cargill, et.al. (ZBA),

Land Court Misc. No.272623

This is an appeal from the ZBA's denial of a special permit to expand an animal hospital at 115 Killam Hill Road. Case is pending.

5. Town v. Arnone

Land Court, Misc.No. 267057

Appeal filed by the Town challenging a claim of constructive grant of a variance and appeal of building inspector's decision regarding lot at 17D, 111 Washington Street. Case is pending.

Arnone v. Cargill, et.al.(ZBA)

Land Court, Misc.No. 00-01944

Appeal of ZBA decision upholding the building inspector's denial of a building permit for 17D, 111 Washington Street that does not meet the contiguous buildable area requirement.
Case is pending.

6. Walker v. Town.

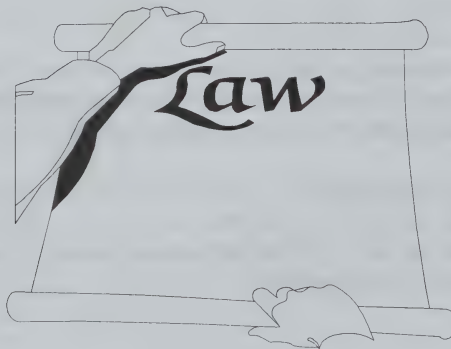
Essex Superior Court, C.A.No.01-1697A

Owners of property abutting the Town's former landfill have filed a claim alleging property damage pursuant to G.L.c. 21E and trespass due to alleged release of arsenic.
Case is pending.

Leonard Kopelman, for the firm of

Kopelman and Paige, P.C.

Town Counsel



**ANNUAL REPORT OF SPECIAL TOWN COUNSEL
ANDERSON & KREIGER LLP
43 Thorndike Street
Cambridge, MA 02141-1764
(617) 252-6575**

1. Walker Development Corporation v. Conservation Commission of the Town of Boxford ,et al.,

U.S. Dist. Ct. Civil Action No. 01-10683DPW

This is an action by a developer against the Boxford Conservation Commission, its members, and its administrator for alleged violations of state and federal law relating to wetlands proceedings involving three lots in a residential subdivision. The case has been settled.

2. Thomas Neve and Karen Neve, Trustees of Winding Oaks Way Realty Trust, v Conservation Commission of Boxford,

Civil Action No. 01-1575-C

This is an action pursuant to M.G.L. c. 249 § 4, in the nature of Certiorari by a lot owner against the Boxford Conservation Commission regarding a decision by the commission under the local wetlands bylaw. The case is pending.

3. Paul Grant v. Conservation Commission of Boxford,

Civil Action No. 01-1576-C

This is an action to M.G.L. c. 249, § 4, in the nature of Certiorari by a lot owner against the Boxford Conservation Commission regarding a decision by the commission under the local wetlands bylaw. The case is pending.

**ANNUAL REPORT OF SPECIAL TOWN COUNSEL
MURTHA CULLINA ROCHE CARENS & DEGIACOMO, LLP
600 Unicorn Park Drive
Woburn, MA 01801
(781) 933-5505**

1. In the Matter of *Albert and Sandra Aversa* – Department of Environmental Protection
Docket Nos. 2000-101; 2000-102
2. *Aversa v. Town of Boxford Conservation Commission*
Essex Superior Court Docket No. 99-2263 D

The above cases result in an appeal from the Conservation Commission's denial to issue an Order of Conditions for alterations to wetlands.

Francis A. DiLuna, for the firm of
Murtha Cullina Roche Carens & DeGiacomo, LLP

ANNUAL REPORT OF SPECIAL TOWN COUNSEL
Donald J. Scutiére, Attorney at Law
81 Washington Street
Salem, Massachusetts 01970
978-745-2161

- During the past fiscal year, complaints were brought in the Land Court to Foreclose the Right of Redemption on two parcels for delinquent taxes. Both are proceeding through the process and it is reasonable to expect that they will be resolved this year.
- The Treasurer has entered into a “payment plan agreement” with taxpayers on a case which is pending from a previous year. This requires continuous monitoring and the outlook is excellent for a satisfactory resolution.
- At an Annual Town Meeting, two small parcels of land were accepted from Ed LeClair and Tom Neve. We have closed on both parcels and the deeds have been recorded.
- I am representing the Zoning Board of Appeals in Court on a matter arising from a challenge to their decision to deny relief requested on the property at 111 Washington Street. This decision generated three separate complaints. Upon the Town’s motion, they have been consolidated in the Land Court for trial.

Thank you for the opportunity to serve the Town in these matters.

Regards,
Donald J. Scutiére

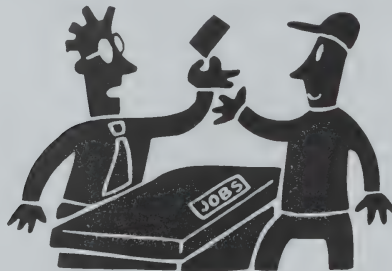
PERSONNEL BOARD

During the year 2001 the Personnel Board was asked to review revisions in the job descriptions and recommend appropriate classifications and compensation for a number of clerical positions in the Town Hall and other Departments including the Planning Board, Library and the Council on Aging. In addition, the Personnel Board received and recommended for approval a proposal by the Conservation Commission to grant a major revision to the compensation to be provided to the position of Conservation Administrator. The recommended compensation goal of the Conservation Commission will be achieved over a multi-year approach.

The Personnel Board was also requested to consider several exception requests to individual department budget recommendations.

During the late summer, the Personnel Board was saddened to hear of the resignation of Chair Fred Nazzaro and we thank him for his many years of service and direction to the Personnel Board. His contribution will be sorely missed.

Hillary Murray
Lee Thompson
Fred Nazzaro (resigned)



BOXFORD HOUSING PARTNERSHIP COMMITTEE

The Boxford Housing Partnership is charged with managing the Town's affordable housing stock, and seeking ways to make other housing affordable. The Committee consists of a representative from the Board of Selectmen, the Board of Health, the Planning Board, the Zoning Board of Appeals, and a member at large.

During 2001, Robert Was resigned as the at large member and was replaced by Peter Delaney. With the passing of Craig Falk, Joseph Hill was appointed to be the representative from the Planning Board.

Peter Delaney was elected to be the partnership committee's representative to the Community Preservation Committee.

The Committee approved refinancing by two owners of affordable units at Andrews Farm.

With amendments to chapter 40B, requiring greater efforts by municipalities to increase affordable housing, and with the acceptance by the Town of the Community Preservation Act, the Committee decided to meet on a more regular bases and consequently voted to meet on the fourth Tuesday of each month at the Community Center.

The Committee is currently exploring the most economical method of increasing the Town's affordable housing stock while keeping the scale of that stock consistent with Boxford style.

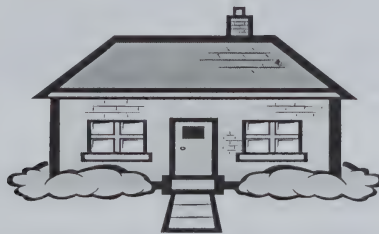
Robert H. Clewell, Chairman

Joseph Hill

Peter Delaney

Louise Kress

Barry Hutchinson



POLICE HEADQUARTERS AND COMMUNICATIONS BUILDING COMMITTEE

In 2001, we saw the near completion of the new addition to the Police Headquarters, Phase I of construction. Extensive planning for this project, as well as good weather, helped keep us on schedule with few changes necessary. The committee did upgrade from concrete to granite curbing and stairways, basing our decision on the longevity of granite under the heavy salting required around a public safety building. The committee also asked the Boxford Village Garden Club for help in redesigning the landscaping plan. Their hard work and talent is very appreciated.

Overview of the ten months of construction

March: Work began on the site. Site cleared, excavation for new addition completed, and the footing and foundation walls poured.

April: Silt fencing and hay bales installed. Foundation insulated and structural filling and backfill completed at new addition footprint. Rebar set and concrete forms poured for interior columns. Steel for exterior walls begun. Started underground plumbing and electrical work. Footing dug for sally port.

May: Exterior wall steel framing completed. Underground plumbing and electrical tested and inspected. Poured slab. Site work began on drainage and septic systems. Lightning protection installed. Interior walls metal stud framing and rough plumbing begun. HVAC rooftop units installed on steel framing.

June: Structural roofing completed and asphalt shingling begun. Rough electrical started and rough plumbing continued. Framing interior walls continued, and HVAC ductwork installed. Block walls on sally port started and bricks for new addition arrived on site.

July: Roof shingling and membrane roofing completed. Interior metal doorframes installed. Work continued on block walls on sally port and began on brick veneer of new addition. Three dormers built on existing building.

August: Rough electrical, new gas line and new water main installed in basement of existing building. Exterior brick veneering continued and fascia boards built. Began installing sheet rock throughout interior and bulletproof boards in lobby.

September: Skim coat applied to interior walls. Painting begun. Piped and wired rooftop HVAC. Wiring for communications room and data systems begun. Site work continued for drainage system and access roadway to Ipswich Road.

October: Interior painting continued and suspended ceilings installed. Finish electrical, finish plumbing, and finish carpentry and casework begun. Pumps installed for drainage and septic systems. Concrete pads for transformer and emergency generator poured. Transfer to new electrical service lines. Installation of new communications equipment begun. Granite curbs installed.

November: Bases for exterior lighting installed. Concrete walks and stoops poured. Well pump installed. Finish electrical, plumbing, and carpentry continued. Overhead doors installed at sally port. Wooden guard rail at access road built. Sign mounted on building.

December: Finished walkways at new parking lot and installed granite stairs. Spread loam and grass seed. Computers installed in communications room. Work on pre-punch list items begun.

December 12 - 14: Communications and Police departments vacated existing building and moved into new addition. Existing building sealed and asbestos abatement begun.

The committee expects substantial completion of phase I (new addition) in January and completion of phase II (project) in April of 2002.

Richard Ulman, Chairman
Peter Bernardin
Robert Hazelwood
Donna McArdle
Rick Stern



Boxford Police/Communication Center 2001

TOWN HALL BUILDING COMMITTEE

In December 2000, the Town Hall Building Committee was charged by the Board of Selectmen to design, site and solicit construction bids to construct a new Town Hall on Town owned property off Spofford Road. A vote at the Special Town Meeting on October 26, 2000 authorized the expenditure of \$385,000 for this purpose.

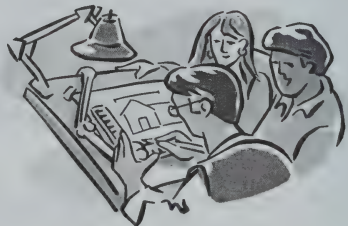
The five-committee members appointed by the Selectmen in December 2000 were re-appointed in June 2001 for one-year terms. The committee's work included a re-evaluation of prior town hall studies, a determination on the space and utilization needs of a new town hall and the selection of design professionals to create a design which would meet the defined needs of the town. The committee undertook a compilation and review of the eight separate municipal building studies that were completed over the previous forty years.

Members met with each department head in town government to assess space needs by function. In addition, input was solicited from all town committees and boards, abutters and concerned citizens. A review of all the data gathered by the committee led to the conclusion that a new building of 12,000-14,000 square feet was required.

Thirteen qualified architectural firms answered the committee's Request for Proposals. Of the six firms interviewed, one firm, J. Stewart Roberts Associates, Inc. of Somerville, MA was chosen by unanimous vote of the committee and subsequently hired to design the new building. The architects confirmed the space needs analysis and after many months of planning and review, designed a two-story 13,300 square foot building. The final design incorporated four service centers grouped by function, various meeting rooms, file and equipment storage areas and media rooms for network systems and cable broadcast.

The estimated cost of construction, including equipment and furnishings is \$4.2 million. Plans and documents soliciting final bid prices are expected to be issued in March, 2002. If the project is approved at the Annual Town Meeting and Election in May, 2002, occupancy will be in the Fall of 2003.

Joyce Ricklefs, Chair
John Adams
William Carey
Peter Cheever
Ellen Guerin



TOWN CLERK

Special Town Meeting February 6, 2001

Boxford Special Town Election, February 8, 2001

Special Town Meeting May 8, 2001

Annual Town Meeting May 8, 2001

Annual Town Election May 15, 2001

Special Town Meeting October 23, 2001

Special Town Election October 30, 2001

Dog Licenses 2001

Vital Statistics 2001

Licenses and Permits

State Hunting & Fishing Licenses

TOWN OF BOXFORD, SPECIAL TOWN MEETING, FEBRUARY 6, 2001

Voters of the Town of Boxford met at the Spofford Pond School on Tuesday, February 6, 2001. Moderator Gerald R. Johnston called the Special Town Meeting to order at 7:38 p.m. The Articles of the Warrant were disposed of accordingly.

ARTICLE 1. To see if the Town will vote to appropriate the sum of \$20,000 for debt acquisition and legal expenses and \$700,000 for land purchase expenses, for a total appropriation of **\$720,000**; to authorize the Selectmen **to purchase** for general municipal purposes, and to accept the deed to the Town of a fee simple interest in three (3) pork chop lots, consisting of 18 +/- acres, known as the Pearl land, located on Hovey's Pond Drive, described in the records of the Assessors as Lots #05-02-26.1, #05-02-26.2 and #05-02-26.4; further described as Lot No. 53 on a plan entitled "Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797P, Cert. No. 57401 and Cert. No. 70001; also, Lots No. 54 and 55 on a plan entitled, "Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797Q, Cert. No. 57401 and Cert. No. 70001; being the same premises described in the purchase and sale agreement between Nancy A. Pearl and Aztec Realty Trust, Marylee Messina trustee, with a preparation date of September 8, 2000; and to determine whether this sum shall be raised by borrowing or otherwise, or take any other action thereon.

Sponsored by the Board of Selectmen

Board of Selectmen does not recommend purchase of this land

Finance Committee does not recommend purchase of this land

Capital Budgeting Committee does not recommend purchase of this land
(Category D)

Land Committee does not recommend purchase of this land

*Upon a motion made and duly seconded, it was **VOTED**, by a hand count of 67 in favor and 107 opposed, to **DEFEAT** the article to appropriate the sum of \$20,000 for debt acquisition and legal expenses and \$677,947 for land purchase expenses, for a total appropriation of **\$697,947**; to authorize the Selectmen to purchase for general municipal purposes, and to accept the deed to the Town of a fee simple interest in three (3) pork chop lots, consisting of 18 +/- acres, known as the Pearl land, located on Hovey's Pond Drive, described in the records of the Assessors as Lots #05-02-26.1, #05-02-26.2 and #05-02-26.4; further described as Lot No. 53 on a plan entitled "Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797P, Cert. No. 57401 and Cert. No. 70001; also, Lots No. 54 and 55 on a plan entitled, "Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797Q, Cert. No. 57401 and Cert. No. 70001; being the same*

premises described in the purchase and sale agreement between Nancy A. Pearl and Aztec Realty Trust, Marylee Messina trustee, with a preparation date of September 8, 2000; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said total sum under and pursuant to Chapter 44, Section 7, Clause (3) of the General Laws, or any other enabling authority, and to issue bond or notes of the town therefore, provided however, that no sums shall be borrowed or expended hereunder unless and until the town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2-1/2.

An AMENDMENT (#1) to Article 1 was introduced as follows:

To add the words at the end of the motion “.....and provided further, that the appropriation authorized by this vote shall be reduced to the extent of any grants or gifts received by the Town to assist in the acquisition of the aforesaid parcels of land.”

*Upon a motion made and duly seconded, it was **VOTED**, by a majority voice vote, to **appropriate** the sum of \$20,000 for debt acquisition and legal expenses and \$677,947 for land purchase expenses, for a total appropriation of \$697,947; to authorize the Selectmen to purchase for general municipal purposes, and to accept the deed to the Town of a fee simple interest in three (3) pork chop lots, consisting of 18 +/- acres, known as the Pearl land, located on Hovey's Pond Drive, described in the records of the Assessors as Lots #05-02-26.1, #05-02-26.2 and #05-02-26.4; further described as Lot No. 53 on a plan entitled “Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale,” Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797P, Cert. No. 57401 and Cert. No. 70001; also, Lots No. 54 and 55 on a plan entitled, “Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale,” Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797Q, Cert. No. 57401 and Cert. No. 70001; being the same premises described in the purchase and sale agreement between Nancy A. Pearl and Aztec Realty Trust, Marylee Messina trustee, with a preparation date of September 8, 2000; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is hereby authorized to borrow said total sum under and pursuant to Chapter 44, Section 7, Clause (3) of the General Laws, or any other enabling authority, and to issue bond or notes of the town therefore, provided however, that no sums shall be borrowed or expended hereunder unless and until the town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2-1/2 **and provided further, that the appropriation authorized by this vote shall be reduced to the extent of any grants or gifts received by the Town to assist in the acquisition of the aforesaid parcels of land.***

An AMENDMENT (#2) to Article 1 was introduced as follows:

To delete the words “general municipal purposes” and replace with the words “conservation purposes”; further to delete the words, “borrow said total sum under and pursuant to Chapter 44, Section 7, Clause (3) of the general laws, or any other enabling authority” and replace with the words, “borrow said total sum under and pursuant to Chapter 40, Section 8C of the general laws, or any other enabling authority; said land to be managed and controlled by the conservation commission.”

*Upon a motion made and duly seconded, it was **VOTED**, by a majority voice vote, to **DEFEAT** AMENDMENT #2, to **appropriate** the sum of \$20,000 for debt acquisition and legal expenses and \$677,947 for land purchase expenses, for a total appropriation of \$697,947; to authorize the Selectmen to purchase for **conservation purposes**, and to accept the deed to the Town of a fee simple interest in three (3) pork chop lots, consisting of 18 +/- acres, known as the Pearl land, located on Hovey's Pond Drive, described in the records of the Assessors as Lots #05-02-26.1, #05-02-26.2 and #05-02-26.4; further described as Lot No. 53 on a plan entitled “Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale,” Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797P, Cert. No. 57401 and Cert. No. 70001; also, Lots No. 54 and 55 on a plan entitled, “Plan of Land located in Boxford, MA, prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale,” Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999, and recorded as Land Court Plan No. 23797Q, Cert. No. 57401 and Cert. No. 70001; being the same premises described in the purchase and sale agreement between Nancy A. Pearl and Aztec Realty Trust, Marylee Messina trustee, with a preparation date of September 8, 2000; and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is hereby authorized to **borrow said total sum under and pursuant to Chapter 40, Section 8C of the General Laws, or any other enabling authority; said land to be managed and controlled by the conservation commission**, and to issue bond or notes of the town therefore, provided however, that no sums shall be borrowed or expended hereunder unless and until the town shall have voted to exclude the amounts necessary to repay any bonds or notes issued hereunder from the limitations imposed by Chapter 59, Section 21C of the General Laws, also known as Proposition 2-1/2 and provided further, that the appropriation authorized by this vote shall be reduced to the extent of any grants or gifts received by the Town to assist in the acquisition of the aforesaid parcels of land.*

ARTICLE 2. To see if the Town will vote to **accept** General Laws Chapter 44 PP3-7, known as **the Community Preservation Act**, which establishes a special “Community Preservation Fund” that may be appropriated and spent for certain open space, historic resources and affordable housing purposes, to approve a property tax surcharge in an amount not to exceed three percent of the taxes assessed annually on real property which shall be dedicated to the fund, such surcharge to be

imposed on taxes assessed for fiscal years beginning on or after July 1, 2001, and to exempt from the surcharge any or all of the following: (1) property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community; (2) Class Three, Commercial and Class Four, Industrial, property in any year the town adopts a higher tax rate for those classes; or (3) \$100,000 of the assessed valuation of Class One, residential, parcels, or take any other action thereon.

Sponsored by the Board of Selectmen

Finance Committee recommends adoption of this article

Land Committee recommends adoption of this article

Board of Selectmen recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED**, by a majority voice vote, to **accept** General Laws Chapter 44 PP3-7, known as **the Community Preservation Act**, which establishes a special "Community Preservation Fund" that may be appropriated and spent for certain open space, historic resources and affordable housing purposes, to approve a property tax surcharge **that shall be in the amount of three (3) percent** of the taxes assessed annually on real property which shall be dedicated to the fund, such surcharge to be imposed on taxes assessed for fiscal years beginning on or after July 1, 2001, and to exempt from the surcharge (1) property owned and occupied as a domicile by a person who would qualify for low income housing or low or moderate income senior housing in the community; and (2) \$100,000 of the assessed valuation of Class One, residential, parcels.*

ARTICLE 3. To transact **any other business** that may legally come before said meeting.

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to dissolve this special town meeting at 9:45 p.m.*

Registered voters attending the meeting were **180**. Town Clerk, Patricia Shields, appointed counters and checkers for the meeting.

A true record.

ATTEST:



Patricia Shields

Town Clerk

**BOXFORD SPECIAL TOWN ELECTION
THURSDAY, FEBRUARY 8, 2001
RESULTS**

QUESTION #1

Shall the Town of Boxford be allowed to exempt from the provisions of proposition two and one-half, so called, the amounts required to pay for the bond issued to purchase for general municipal purposes, three (3) pork chop lots, consisting of 18+- acres, known as the Pearl land, located on Hovey's Pond Drive, described in the records of the Assessors as lots #05-02-26.1, #05-02-26.2, and #05-02-26.4; further described as Lot/No. 53 on a plan entitled "Plan of Land located in Boxford, MA prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers /Land Surveyors, Dated: February 9, 1999 and recorded as Land Court Plan No. 23797P, Cert. No. 57401 and Cert. No. 70001; also, Lots No. 54 and 55 on a plan entitled, "Plan of Land located in Boxford, MA prepared for Barina Realty Trust, Nancy A. Pearl, R. Dennis Corrigan & Shannon D. Vale," Christiansen & Sergi Professional Engineers/Land Surveyors, Dated: February 9, 1999 and recorded as Land Court Plan No. 23797Q, Cert. No. 57401 and Cert. No. 70001?

<u>VOTES</u>	<u>PCT. 1</u>	<u>PCT. 2</u>	<u>TOTAL</u>
YES	32	17	49
NO	<u>81</u>	<u>93</u>	<u>174</u>
TOTAL VOTES	113	110	223

NOTE: This was a contingent appropriation. The voting was rendered null and void because the Warrant Article 1 was defeated by less than a 2/3 vote and a hand count of 107 no and 67 yes at the Special Town Meeting held on Tuesday, February 6, 2001.

TOWN OF BOXFORD, SPECIAL TOWN MEETING, MAY 8, 2001

Voters of the Town of Boxford met at the Masconomet Regional High School on Tuesday, May 8, 2001. Moderator Gerald R. Johnston called the Special Town Meeting to order at 7:15 p.m. The Articles of the Warrant were disposed of accordingly.

ARTICLE 1. To see if the Town will vote to approve the FY2001 budget in the amount of \$14,965,935.00, as re-certified by the Masconomet Regional School District, including an increase of \$287,191.00 over the previously approved FY2001 budget, provided that such increase will be appropriated from existing excess and deficiency funds, with no additional assessment made to the member towns; or take any other action thereon.

Sponsored by the Masconomet School Committee
Finance Committee to make recommendation at Town Meeting

Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to approve the FY2001 budget in the amount of \$14,965,935.00, as re-certified by the Masconomet Regional School District, including an increase of \$287,191.00 over the previously approved FY2001 budget, provided that such increase will be appropriated from existing excess and deficiency funds, with no additional assessment made to the member towns.

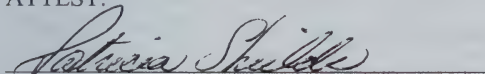
ARTICLE 2. To transact any other business that may legally come before said meeting.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to dissolve this special town meeting at 7:24 p.m.*

Registered voters attending the meeting were 208. Town Clerk Patricia Shields appointed counters and checkers for the meeting.

A true record.

ATTEST:



Patricia Shields
Town Clerk

FROM OTHER AVAILABLE FUNDS:

**Article 1 (Additional increase to Masconomet
FY 2001 budget)**

\$ 287,191.00

TOTAL TO BE TRANSFERRED

\$ 287,191.00

ANNUAL TOWN MEETING, MAY 8, 2001

Voters of the Town of Boxford met at the Masconomet Regional High School on Tuesday, May 8, 2001. Moderator Gerald R. Johnston honored Boxford residents Ruth and Peter Race, DeWitt Minich and Barbara Was for their many years of service to the town. Moderator Johnston called the Annual Town Meeting to order at 8:00 p.m. The Articles of the Warrant were disposed of accordingly.

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed.*

ARTICLE 2. To see if the Town will authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed \$15,000 for Fiscal Year 2002 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the maintenance of specific recycling fees by the Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Sponsored by the Board of Health and Recycling Committee
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed \$15,000 for Fiscal Year 2002 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the maintenance of specific recycling fees by the*

Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year.

ARTICLE 3. To see if the Town will authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be expended under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; to expend funds not to exceed \$10,000 for Fiscal Year 2002 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be expended under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; to expend funds not to exceed \$10,000 for Fiscal Year 2002 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year.*

ARTICLE 4. To see if the Town will vote to authorize the establishment of a Library Photocopy Machine Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and further to allow the Board of Library Trustees to expend fees not to exceed \$5,000 for fiscal year 2002 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Sponsored by the Board of Library Trustees
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to authorize the establishment of a Library Photocopy Machine Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and further to allow the Board of Library Trustees to expend fees not to exceed \$5,000 for fiscal year 2002 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the Account each fiscal year.*

ARTICLE 5. To see if the Town will vote to authorize the establishment of a Conservation Revolving Fund as authorized by Chapter 44, Sec. 53E½ of the Massachusetts General Laws, said account to be under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed \$20,000 for fiscal year 2002 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission and contingent upon an annual report from the Conservation Commission to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Sponsored by the Conservation Commission
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice to authorize the establishment of a Conservation Revolving Fund as authorized by Chapter 44, Sec. 53E½ of the Massachusetts General Laws, said account to be under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed \$20,000 for fiscal year 2002 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission and contingent upon an annual report from the Conservation Commission to the Town on the total receipts and expenditures of the Account each fiscal year.*

ARTICLE 6. To see if the Town will vote to authorize the establishment of a Highway Safety Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board Selectmen and used for the deposit of receipts collected through fines assessed against commercial motor vehicles by the Commercial Vehicle Enforcement Unit; and further to allow the Board of Selectmen to expend fees not to exceed

\$10,000 for fiscal year 2002 from said account for the purchase and maintenance of equipment related to highway safety; contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Sponsored by the Board Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to authorize the establishment of a Highway Safety Revolving Account as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, said account to be under the direction of the Board Selectmen and used for the deposit of receipts collected through fines assessed against commercial motor vehicles by the Commercial Vehicle Enforcement Unit; and further to allow the Board of Selectmen to expend fees not to exceed \$10,000 for fiscal year 2002 from said account for the purchase and maintenance of equipment related to highway safety; contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year.*

ARTICLE 7. To see if the Town will vote to adopt the Classification Plan and Compensation Plan for FY 2002, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 14 of this warrant; or take any other action thereon.

Sponsored by the Personnel Board
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by a majority voice vote to adopt the Classification Plan and Compensation Plan for FY 2002, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 14 of this warrant.*

AMENDMENT TO ARTICLE 7: To amend the Classification Plan and Compensation Plan by increasing the rate for the Library circulation attendant from \$7.43 per hour to \$7.50 per hour and the rate for the Library Assistant from \$9.55 per hour to \$9.64 per hour.

*Upon a motion made and duly seconded, it was **VOTED** by a visual hand count to adopt the Classification Plan and Compensation Plan for FY 2002, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on page 14 of this warrant and to amend the Classification Plan and Compensation Plan by increasing the rate for the Library circulation attendant from \$7.43 per hour to \$7.50 per hour and the rate for the Library Assistant from \$9.55 per hour to \$9.64 per hour, and to change (asterisk sentence) to now read (Employees currently at this rate in FY2001 receive 4% increase for FY2002.).*

ARTICLE 8. To act on the proposed budget and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2002, to wit: General Government, Finance, Public Safety, Education, Town Maintenance, Health & Human Services, Culture & Recreation, Insurance & Pensions, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department, or take any other action thereon.

Sponsored by the Finance Committee

Estimate: **\$18,929,382**

The proposed budget is printed on pages 15 & 16 of this warrant.

*Upon a motion made and duly seconded, it was **VOTED** by a majority voice vote to raise and appropriate the sum of \$18,919,223.00 and transfer \$10,872.00 from the 'Receipts Reserved for Appropriation – Septic Loan Program' for a total appropriation of \$18,930,095.00 to fund the town budget for fiscal year 2002 and authorize expenditures of these funds under the direction of the appropriate listed department.*

AMENDMENT TO ARTICLE 8: To amend line item "Library-Salary" in the budget section, "CULTURE & RECREATION", of the Town Budget, from \$228,401.00 to \$228,961.00. and amend line item "Library-All Other" also in the budget section, "CULTURE & RECREATION", of the Town Budget, from \$92,227.00 to \$92,380.00, thereby changing the total for this section to \$335,026.00.

*Upon a motion made and duly seconded, it was **VOTED** by a majority voice vote to amend line item "Library-Salary" in the budget section, "CULTURE & RECREATION", of the Town Budget, from \$228,401.00 to \$228,961.00, and amend line item "Library-All Other" also in the budget section, "CULTURE & RECREATION", of the Town Budget, from \$92,227.00 to \$92,380.00, thereby changing the total for this section to \$335,026.00.*

NOTE: At this time, we anticipate that **Articles 9 & 10** will be offered as a "contingent appropriations." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void, and in the case of the Masconomet article, the district budget would be rejected (the district budget must be accepted by at least two of the three member communities).

ARTICLE 9. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$232,519.00** to additionally fund the Fiscal Year 2002 Elementary School Budget, or take any other action thereon.

Sponsored by the Elementary School Committee

Finance Committee recommends adoption of this article subject to Prop 2½ override

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise and appropriate the sum of **\$232,519.00** to additionally fund the Fiscal Year 2002 Elementary School Budget, said appropriation to be fully contingent upon successful passage of the related Proposition 2-1/2 ballot question.*

ARTICLE 10. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **\$262,768.00** to additionally fund the Fiscal Year 2002 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approve the district certified budget, or take any other action thereon.

Sponsored by the Masconomet Regional School Committee
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to raise and appropriate the sum of **\$165,681.00** to additionally fund the Fiscal Year 2002 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approve the district certified budget, said appropriation to be fully contingent upon successful passage of the related Proposition 2-1/2 ballot question.*

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote to move Article 20 after Article 10 of this Warrant.*

ARTICLE 20. To see if the Town will vote to amend its bylaws as codified in the Town Code, by creating the following new article, under Chapter 7, Commissions, Committees and Boards:

ARTICLE XV

Community Preservation Committee

Creation

There is hereby established a Community Preservation Committee, consisting of nine (9) voting members pursuant to M.G.L. Chapter 44B. The composition of the committee, the appointment authority and the term of office for the committee members, each of whom shall be a resident and registered voter in Boxford at the time of appointment, shall be as follows:

- *One member of the Conservation Commission as designated by the Commission;*
- *One member of the Historic Districts Commission as designated by the Commission;*
- *One member of the Planning Board as designated by the Board;*
- *One member of the Recreation Committee, whose responsibilities include those of the board of park commissioners, as designated by the Committee;*
- *One member of the Housing Partnership Committee, whose duties include those of the housing authority, as designated by the Committee, and*
- *Four members to be appointed by the Board of Selectmen.*

Each member of the committee shall serve for a term of one year, or, where applicable, until the person no longer serves in the position or on the board, committee, or commission as set forth above, whichever is earlier.

Should any of the Commissions, Boards, or Committees who have appointment authority under this bylaw be no longer in existence for what ever reason, and provided that no successor commission, board or committee is created in which case the appointment power shall remain with the successor, the nomination authority for that entity shall become the responsibility of the Board of Selectmen.

Any member of the Committee may be removed for cause by their respective appointing authority after hearing.

Duties

- (1) The community preservation committee shall study the needs, possibilities and resources of the town regarding community preservation. The committee shall consult with existing municipal boards, including the conservation commission, the historic districts commission, the planning board, the recreation committee and the housing partnership committee, or persons acting in those capacities or performing like duties, in conducting such studies. As part of its study, the committee shall hold one or more public informational hearings on the needs, possibilities and resources of the town regarding community preservation possibilities and resources, notice of which shall be posted publicly and published for each of two weeks preceding a hearing in a newspaper of general circulation in the town.*
- (2) The community preservation committee shall make recommendations to the Town Meeting for the acquisition, creation and preservation of open space, for the acquisition and preservation of historic resources, for the acquisition, creation and preservation of land for recreational use, for the creation, preservation and support of community housing and for rehabilitation or restoration of such open space, historic resources, land for recreational use and community housing that is acquired or created as provided in this section. With respect to community housing, the community preservation committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.*
- (3) The community preservation committee may include in its recommendation to the Town Meeting a recommendation to set aside for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund to accomplish that specific purpose or to set aside for later spending funds for general purposes that are consistent with community preservation.*
- (4) In every fiscal year, the community preservation committee must recommend that the Town Meeting spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for: (a) open space (not including land for recreational use); (b) historic resources; and (c) community housing.*

Requirement for a quorum and cost estimates

The community preservation committee shall comply with the provisions of the Open Meeting Law, M.G.L. C39, §23B. The committee will not meet or conduct business without the presence of a majority of the members of the community preservation committee, except to postpone a meeting until a later date certain. The community preservation committee shall approve its actions by majority vote. Recommendations to the Town Meeting shall include the committee's anticipated costs.

Amendments

This bylaw may be amended from time to time by a majority vote of the Town Meeting, consistent with the provision of M.G.L, Chapter 44B.

Conflict

When in conflict, this bylaw shall prevail over other articles or bylaws, as provided for in M.G.L Chapter 44B.

Severability

In case any section, paragraph or part of this bylaw be for any reason declared invalid or unconstitutional by a court, every other section, paragraph or part shall continue in full force and effect.

Effective Date

Provided that the Community Preservation Act is accepted at the 2001 Annual Town Election, this bylaw shall take effect immediately upon approval of the Attorney General of the Commonwealth, and after all the requirements of M.G.L. Chapter 40, §32 have been met. Each appointing authority shall have 30 days after approval by the Attorney General to make their initial appointment;

or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article

*Upon a motion made and duly seconded, it was **VOTED** by a majority voice vote to amend the Town bylaws and create under Chapter 7, Commissions, Committees and Boards, ARTICLE XV: Community Preservation Committee, as printed in the warrant.*

ARTICLE 11. To act on the list of proposed capital purchases for FY 2002 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2002, and authorize expenditure of these funds under the direction of the appropriate listed department, or take any other action thereon.

Sponsored by the Board of Selectmen
Estimate: **\$288,185.00**
Finance Committee recommends adoption of all listed capital purchases.
The proposed capital budget is printed on page 17 of this warrant.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash the sum of \$288,185.00 to fund the list of capital purchases as printed on Page 17 of this warrant for the use of several departments for Fiscal Year 2002, and expenditure of these funds under the direction of the appropriate listed department.*

ARTICLE 12. To see if the Town will vote to set the annual curbside solid waste collection fee at **\$2.00** per 32-gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for fiscal year 2002; or take any other action thereon

Sponsored by the Board of Health
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded by a majority voice vote, it was **VOTED** to move to set the annual curbside solid waste collection fee at **\$2.00** per 32-gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for Fiscal Year 2002.*

ARTICLE 13. To see if the Town will vote to appropriate the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for fiscal year 2002, said funds to be expended under the direction of the Board of Health:

Expenses, Contract	\$ 380,665
Expenses, Salary	\$ 3,300
Expenses, Miscellaneous	<u>\$ 8,400</u>
TOTAL	\$ 392,365

and that **\$392,365** be raised as follows:

\$282,365 be raised from the enterprise fund receipts;
\$110,000 be raised and appropriated;

or take any other action thereon.

Sponsored by the Board of Health
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** and passed by unanimous voice vote to appropriate the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for fiscal year 2002, said funds to be expended under the direction of the Board of Health:*

Expenses, Contract	\$ 380,665
Expenses, Salary	\$ 3,300
Expenses, Miscellaneous	<u>\$ 8,400</u>
TOTAL	\$ 392,365

and that **\$392,365** be raised as follows:

\$282,365 be raised from the enterprise fund receipts;
\$110,000 be raised and appropriated

ARTICLE 14. To see if the town will vote to raise and appropriate, or transfer from available funds the sum of **\$3,000** to fund the municipal share of the Local Cultural Arts Council's Matching Incentive Program application for a matching grant from the Massachusetts Cultural Arts Council, said funds to expended under the direction of the Boxford Cultural Arts Council, or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash the sum of **\$3,000** to fund the municipal share of the Local Cultural Arts Council's Matching Incentive Program application for a matching grant from the Massachusetts Cultural Arts Council, said funds to expended under the direction of the Boxford Cultural Arts Council.*

ARTICLE 15. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **\$2,000** for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash, the sum of **\$2,000** for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen.*

ARTICLE 16. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **\$23,945** for fiscal year 2002 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash, the sum of **\$23,945** for fiscal year 2002 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen.*

ARTICLE 17. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$150,000** to fund a Reserve Fund; said funds to be spent under the direction of the Finance Committee; or take any other action thereon.

Sponsored by the Finance Committee
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash, the sum of **\$150,000** to fund a Reserve Fund; said funds to be spent under the direction of the Finance Committee.*

ARTICLE 18. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$25,000** to fund the Stabilization Fund; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer from free cash the sum of **\$25,000** to fund the Stabilization Fund; or take any other action thereon.*

ARTICLE 19. To see if the Town will vote to accept Massachusetts General Laws, Chapter 41, Section 41B to authorize the Treasurer to provide a payroll option for electronic transfer of funds, or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to accept Massachusetts General Laws, Chapter 41, Section 41B to authorize the Treasurer to provide a payroll option for electronic transfer of funds.*

ARTICLE 21. To see if the Town will transfer the sum of **\$20,180.69** originally intended for the construction of the Chadwick Three Soccer Field, approved as Article 31 at the May 12, 1998 Annual Town Meeting, but not yet expended; to now provide for the repairs and maintenance on any of the Chadwick Soccer Fields, funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to transfer the sum of **\$20,180.69** originally intended for the construction of the Chadwick Three Soccer Field, approved as Article 31 at the May 12, 1998 Annual Town Meeting, but not yet expended; to now provide for the repairs and maintenance on any of the Chadwick Soccer Fields, funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 22. To see if the Town will vote to:

1. Accept Massachusetts General Laws Chapter 59 Section 5, clause Forty-first D, added by section 2 of Chapter 380 of the Acts of 2000, which will allow for the increase in the income and asset limits that apply to applicants for Clause 41C by the Consumer Price Index;
2. Accept Massachusetts General Laws Chapter 59 Section 5 clause Seventeenth D, which exempts the total value of the owner occupied dwelling;

3. Accept Section 1 of Chapter 181 of the Acts of 1995 increasing the annual exemption amount for Massachusetts General Laws Chapter 59 Section 5 (17D) by the Consumer Price Index;
4. Accept Massachusetts General Laws, Chapter 59, Section 5, clause Seventeenth E, added by Section 1 of Chapter 380 of the Acts of 2000, which would increase the whole estate limits that apply to applicants for a tax exemption under Massachusetts General Laws, Chapter 59, section 5, clause Seventeenth D by the Consumer Price Index;
5. To increase the maximum qualifying gross receipts to \$40,000 for applicants of Massachusetts General Laws Chapter 59 Section 5 (41A Deferral);

or take any other action thereon.

Sponsored by the Board of Assessors
Finance Committee recommends adoption of this article.

NOTE: This article, if passed, accepts certain state laws that will allow the Town of Boxford to offer its resident elderly taxpayers several increases in the eligibility requirements for three of its tax abatement relief programs:

1. The current income limits for this \$500.00 elderly abatement program are: \$13,000 single person; \$15,000 married person. The current asset limits are: \$28,000 single person; \$30,000 married persons. Acceptance of this law will allow for the income and asset maximums for eligibility to increase annually by the Consumer Price Index.
2. Currently an elderly homeowner is eligible for a \$175.00 abatement if his/her total assets are less than \$40,000 with no income limitations. Currently we exclude the first \$60,000 value of the house from the list of total assets. Acceptance of this law will allow the entire value of the house to be excluded from the list of total assets.
3. Acceptance of this law will allow the \$175.00 abatement noted in #2 to increase annually by the Consumer Price Index (\$210 in FY 2002).
4. Acceptance of this law will allow the \$40,000 total asset maximum noted in #2 to increase annually by the Consumer Price Index.
5. Chapter 41A deferrals allow elderly taxpayers to pay no real estate tax; the amounts simply build up and accrue 8% interest until the taxpayer moves, dies or the property is sold. Currently the elderly homeowner is eligible for deferral if his/her income is less than \$20,000 per year. Acceptance of this law will increase that to \$40,000 per year.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to:*

1. *Accept Massachusetts General Laws Chapter 59 Section 5, clause Forty-first D, added by section 2 of Chapter 380 of the Acts of 2000, which will allow for the increase in the income and asset limits that apply to applicants for Clause 41C by the Consumer Price Index;*
2. *Accept Massachusetts General Laws Chapter 59 Section 5 clause Seventeenth D, which exempts the total value of the owner occupied dwelling;*

3. *Accept Section 1 of Chapter 181 of the Acts of 1995 increasing the annual exemption amount for Massachusetts General Laws Chapter 59 Section 5 (17D) by the Consumer Price Index;*
4. *Accept Massachusetts General Laws, Chapter 59, Section 5, clause Seventeenth E, added by Section 1 of Chapter 380 of the Acts of 2000, which would increase the whole estate limits that apply to applicants for a tax exemption under Massachusetts General Laws, Chapter 59, section 5, clause Seventeenth D by the Consumer Price Index;*
5. *To increase the maximum qualifying gross receipts to \$40,000 for applicants of Massachusetts General Laws Chapter 59 Section 5 (41A Deferral).*

ARTICLE 23. To see if the Town will vote to accept Massachusetts General Laws Chapter 59 Section 5, clause Fifty-fourth, added by Chapter 159 Section 114 of the Acts of 2000, and to see if the Town will vote to establish a minimum fair cash value of \$3,001 required for Personal Property accounts to be taxed, to become effective fiscal year 2002; or take any other action thereon.

Sponsored by the Board of Assessors
Finance Committee recommends adoption of this article.

*Upon a motion made and duly seconded, it was **VOTED** by a majority voice vote to accept Massachusetts General Laws Chapter 59 Section 5, clause Fifty-fourth, added by Chapter 159 Section 114 of the Acts of 2000, and to see if the Town will vote to establish a minimum fair cash value of \$3,001 required for Personal Property accounts to be taxed, to become effective fiscal year 2002.*

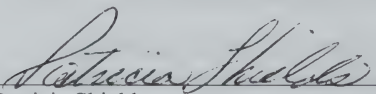
ARTICLE 24. To transact any other business that may legally come before said meeting.

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to dissolve this special town meeting at 10:53 PM*

Registered voters attending the meeting were 180. Town Clerk Patricia Shields appointed counters and checkers for the meeting.

A true record.

ATTEST:



Patricia Shields
Town Clerk

RAISE AND APPROPRIATE:

Article 8	\$ 18,919,223.00
Article 9 (Proposition 2 ½ Override)	232,519.00
Article 10 (Proposition 2 ½ Override)	165,681.00
Article 13	<u>110,000.00</u>

TOTAL TO BE RAISED AND APPROPRIATED **\$19,427,423.00**

APPROPRIATION:

Article 13 (From Enterprise Fund Receipts **\$ 282,365.00**

TOTAL TO BE APPROPRIATED **\$ 282,365.00**

TRANSFER:

Article 8 (From Receipts Reserved for Appropriation– Septic Loan Program to town budget)	\$ 10,872.00
Article 11 (From Free Cash to fund capital purchases as printed on Page 17 of the Warrant)	288,185.00
Article 14 (From Free Cash for local Cultural Arts Council's Matching Incentive Program)	3,000.00
Article 15 (From Free Cash to HAWC)	2,000.00
Article 16 (From Free Cash to Tri-Town Council)	23,945.00
Article 17 (From Free Cash to The Reserve Fund)	150,000.00
Article 18 (From Free Cash to The Stabilization Fund)	25,000.00
Article 21 (From ATM 5/12/98, Article 31, for repairs/maintenance - Chadwick Soccer Fields)	<u>20,180.69</u>

TOTAL TO BE TRANSFERRED **\$ 523,182.69**

BOXFORD ANNUAL TOWN ELECTION RESULTS
TUESDAY, MAY 15, 2001

	PCT. 1	PCT. 2	TOTAL
Selectmen 3 yrs Vote for Two			
Blanks	162	154	316
Neil S. Olansky	377	402	779
Barbara G. Jessel	348	365	713
Richard W. Ulman	264	225	489
Write-ins	3	0	3
Total Votes	1154	1146	2300

Moderator 1yr Vote for One			
Blanks	118	97	215
Gerald R. Johnston	457	475	932
Write-ins	2	1	3
Total Votes	577	573	1150

Town Clerk 3 yrs Vote for One			
Blanks	110	96	206
Patricia Shields	466	475	941
Write-ins	1	2	3
Total Votes	577	573	1150

Bd. Commissioners Trusts Funds 3 yrs Vote for One			
Blanks	182	182	364
Anthony C. DiNanno	395	390	785
Write-ins	0	1	1
Total Votes	577	573	1150

Assessor 3 yrs Vote for One			
Blanks	487	499	986
David Benson	1	6	7
Timothy Staub	2	3	5
All Other	87	65	152
Total Votes	577	573	1150

Masconomet Regional School District Committee	PCT. 1	PCT. 2	TOTAL
3 yrs Vote for One			
Blanks	180	197	377
Kenneth J. Sargent	395	376	771
Write-ins	2	0	2
Total Votes	577	573	1150

School Committee 3 yrs Vote for One			
Blanks	194	192	386
Linda Mayger	382	381	763
Write-ins	1	0	1
Total Votes	577	573	1150

Board of Health 3 yrs Vote for One			
Blanks	190	162	352
Louise B. Kress	386	404	790
Write-ins	1	7	8
Total Votes	577	573	1150

Planning Board 5 yrs Vote for Two			
Blanks	209	194	403
Robert T. Ford	401	413	814
Richard F. Taylor	214	205	419
John A. Kerney	327	334	661
Write-ins	3	0	3
Total Votes	1154	1146	2300

Planning Board 3 yrs Vote for One			
Blanks	199	196	395
Joseph C. Hill	378	377	755
Write-ins	0	0	0
Total Votes	577	573	1150

Trustees Boxford Town Libraries			
3 yrs Vote for Three			
Blanks	604	571	1175
Helen K. Millstein	377	388	765
Mary "Beth" E. Ripp	380	380	760
Lisa G. Teichner	369	378	747
Write-ins	1	2	3
Total Votes	1731	1719	3450

	PCT. 1	PCT. 2	TOTAL
Trustees Boxford Town Libraries			
1 yr Vote for One			
Blanks	171	173	344
Richard H. Price	405	400	805
Write-ins	1	0	1
Total Votes	577	573	1150

Constable East Parish 1 yr Vote for One			
Blanks	173	178	351
Robert L. MacKay	404	394	798
Write-ins	0	1	1
Total Votes	577	573	1150

Constable West Parish 1yr Vote for One			
Blanks	159	134	293
David A. Smallman	418	435	853
Write-ins	0	4	4
Total Votes	577	573	1150

Question #1

Shall the Town of Boxford accept sections 3 to 7 inclusive, of chapter 44B of the General laws, as approved by its legislative body, a summary of which appears below? Sections 3 to 7 of Chapter 44B of the General laws of Massachusetts, also known as the Community Preservation Act ("Act"), establish a dedicated funding source to acquire, create and preserve open space, historic resources, land for recreational use, and community housing, and to rehabilitate and restore such open space, historic resources, land for recreational use and community housing acquired or created as provided under said Act. In Boxford, the Act will be funded by an additional surcharge or 3.% on the annual tax levy on real property and by matching funds provided by the state. The following exemption from such surcharge, permitted under Section 3 (e) of said Act, will apply (1) \$100,000 of the value of each taxable parcel or residential real property; and (2) property owned and occupied as domicile by a person who would qualify for low income housing or low or moderate income senior housing in the town. Any other taxpayer receiving an exemption of real property authorized by Chapter 59 of the General Laws or any other law shall be exempt from the Act. A community Preservation Committee must be created pursuant to bylaw and will make recommendations on the use of the funds. Town Meeting must approve any such recommendation before funds can be expended to acquire any particular parcel of land. All expenditures pursuant to the Act will be subject to an annual audit.

	PCT. 1	PCT. 2	TOTAL
Blanks	11	9	20
Yes	326	307	633
No	240	257	497
Total Votes	577	573	1150

Question # 2

Shall the Town Boxford be allowed to assess an additional \$232,519 to additionally fund the Fiscal Year 2002 Elementary School Budget, for the fiscal year beginning July first, two thousand one?

	PCT. 1	PCT. 2	TOTAL
Blanks	13	5	18
Yes	360	336	696
No	204	232	436
Total Votes	577	573	1150

Question # 3

Shall the Town of Boxford be allowed to assess an additional \$262,768 to additionally fund the Fiscal Year 2002 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approve the district certified budget, for the fiscal year beginning July first, two thousand one?

	PCT. 1	PCT. 2	TOTAL
Blanks	15	6	21
Yes	370	346	716
No	192	221	413
Total Votes	577	573	1150



SPECIAL TOWN MEETING, OCTOBER 23, 2001

Voters of the Town of Boxford met at the Spofford School on Tuesday, October 23, 2001. Moderator Gerald R. Johnston called the Special Town Meeting to order at 7:30 P.M.. The Articles of the Warrant were disposed of accordingly.

ARTICLE 1. To see if the Town will vote to fund the FY 2001 portion of the Personal Service Contract between the Town of Boxford and the Police Lieutenants; or take any other action thereon.

Sponsored by the Board of Selectmen

Estimate: \$5,000.00

Finance Committee requests adoption of this Article

*Upon a motion made and duly seconded, it was **VOTED** by majority voice vote, to raise and appropriate the sum of \$5,000.00 for the FY 2001 portion of the Personal Service Contract between the Town of Boxford and the Police Lieutenants.*

ARTICLE 2. To see if the Town will vote to borrow or raise and appropriate, or transfer from available funds the sum of **\$290,000** for the purchase of a new pumper fire truck to replace a 1975 International 1000 G.P.M. pumper fire truck and fund necessary alterations to other fire vehicles in order to deploy transferred equipment; funds to be expended under the direction of the Board of Selectmen; further to authorize the Selectmen to dispose of the old pumper fire truck and any resulting surplus equipment pursuant to M.G.L. Chapter 30B §15; or take any other action thereon.

Sponsored by the Board of Selectmen

Finance Committee recommends adoption of this Article.

Capital Budgeting Committee recommends adoption of this article (A Essential)

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to authorize the Treasurer with the approval of the Selectmen to borrow the sum of **\$290,000** for the purchase of a new pumper fire truck to replace a 1975 International 1000 G.P.M. pumper fire truck and fund necessary alterations to other fire vehicles in order to deploy transferred equipment; funds to be expended under the direction of the Board of Selectmen; further to authorize the Selectmen to dispose of the old pumper fire truck and any resulting surplus equipment pursuant to M.G.L. Chapter 30B §15.*

NOTE: At this time we anticipate that **Article 3** will be offered as a "contingent appropriation". This means that although the appropriation could be approved at the Special Town Meeting, the appropriation would be fully contingent upon successful passage of the related Proposition 2 ½ capital exclusion ballot question. Should the capital outlay expenditure exclusion ballot question fail, the appropriation would be rendered null and void.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$60,000** to purchase new computer related technology hardware and software, including: CPU's, servers, monitors, printers, scanners, modems, laser disc devices, CD ROM drives and writers, work stations and other peripherals, equipment, software licenses, support services and all other incidental items necessary to continue the implementation of the technology plan for the Boxford Elementary Schools, said funds to be expended under the direction of the Elementary School Committee; or take any other action thereon.

Sponsored by the Elementary School Committee.

Finance Committee recommends adoption of this Article.

Capital Budgeting Committee recommends adoption of this Article (B Important)

*Upon a motion made and duly seconded, it was **VOTED**, by a greater than 2/3rd voice vote, to raise and appropriate the sum of **\$60,000** to purchase new computer related technology hardware and software, including: CPU's, servers, monitors, printers, scanners, modems, laser disc devices, CD ROM drives and writers, work stations and other peripherals, equipment, software licenses, support services and all other incidental items necessary to continue the implementation of the technology plan for the Boxford Elementary Schools, said funds to be expended under the direction of the Elementary School Committee, said appropriation subject to successful passage of the related proposition 2 ½ capital outlay expenditure exclusion ballot question.*

AN AMENDMENT TO ARTICLE 3 was introduced as follows:

To amend Article 3 by changing the amount from \$60,000 to \$18,000.

*Upon a motion made and duly seconded, it was **VOTED**, by majority voice vote, to defeat the Amendment.*

NOTE: At this time we anticipate that **Article 4** will be offered as a “contingent appropriation”. This means that although the appropriation could be approved at the Special Town Meeting, the appropriation would be fully contingent upon successful passage of the related Proposition 2 ½ permanent override ballot question. Should the permanent override ballot question fail, the appropriation would be rendered null and void.

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$23,944** to fund the salary necessary to hire a new part-time 30 hours per week, Reference Librarian for the Boxford Town Libraries; said funds to be expended under the direction of the Board of Library Trustees; or take any other action thereon.

Sponsored by the Board of Library Trustees

Finance Committee does not recommend adoption of this Article.

*Upon a motion made and duly seconded, it was **VOTED**, by majority voice vote, to pass over Article 4.*

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$20,000** to purchase two 11' power angle plows with all necessary mounting equipment and hydraulic equipment to replace existing outdated plow units on DPW vehicles, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by the Board of Selectmen

Finance Committee recommends adoption of this Article.

Capital Budgeting Committee recommends adoption of this Article (A Essential).

*Upon a motion made and duly seconded, it was **VOTED**, by majority voice vote, to transfer from free cash the sum of **\$20,000** to purchase two 11' power angle plows with all necessary mounting equipment and hydraulic equipment to replace existing outdated plow units on DPW vehicles, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 6. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$28,000** to purchase one new Police cruiser and necessary equipment to replace a current vehicle, said funds to be expended under the direction of the Board of Selectmen, and to authorize the Selectmen to dispose of the old cruiser pursuant to M.G.L. Chapter 30B §15; or take any other action thereon.

Sponsored by the Board of Selectmen

Finance Committee recommends adoption of this Article.

Capital Budgeting Committee recommends adoption of this article (A Essential)

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to transfer from free cash the sum of **\$28,000** to purchase one new Police cruiser and necessary equipment to replace a current vehicle, said funds to be expended under the direction of the Board of Selectmen, and to authorize the Selectmen to dispose of the old cruiser pursuant to M.G.L. Chapter 30B §15.*

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds the sum of **\$7,500** to supplement existing funding for the purchase of forty-five UHF radio frequency voice pager receivers for the Fire Department to replace existing outdated VHF units, said funds to be expended under the direction of the Board of Selectmen, or to take any other action thereon.

Sponsored by the Board of Selectmen

Finance Committee recommends adoption of this Article.

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to transfer from free cash the sum of **\$7,500** to supplement existing funding for the purchase of forty-five UHF radio frequency voice pager receivers for the Fire Department to replace existing outdated VHF units, said funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 8. To see if the Town will vote to appropriate or reserve from Community Preservation Fund annual revenues the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2002, with each item to be considered a separate appropriation:

	<u>PURPOSE</u>	<u>RECOMMENDED AMOUNT</u>
Appropriations:		
	Committee Administrative Expenses	\$ 15,000.00
Reserves		
	Open Space	\$ 30,000.00
	Historic Resources	\$ 30,000.00
	Community Housing	\$ 30,000.00

or take any other action thereon.

Sponsored by the Community Preservation Committee
Finance Committee recommends adoption of this Article.

Explanation: Boxford expects to realize approximately \$300,000.00 in Community Preservation Act (CPA) funds from Real Estate tax receipts in fiscal year 2002. The recently formed Community Preservation Committee (CPC) has not yet identified specific projects or properties for the use of this money; therefore, the above budget merely reserves the required statutory minimums for each of the required three categories of expenditure and appropriates the statutory maximum to be available for CPC expenses should the CPC decide to seek professional assistance in development of its long range plan. Any unexpended administrative expenses are returned to the general Undesignated CPA funds. All funds realized above those reserved or appropriated will become general Undesignated CPA funds available for appropriation in FY 2003.

*Upon a motion made and duly seconded, it was **VOTED**, by majority voice vote, to reserve from the Community Preservation Fund annual revenues the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2002, with each item to be considered a separate appropriation:*

	<u>PURPOSE</u>	<u>RECOMMENDED AMOUNT</u>
Appropriations:		
	Committee Administrative Expenses	\$ 15,000.00
Reserves		
	Open Space	\$ 30,000.00
	Historic Resources	\$ 30,000.00
	Community Housing	\$ 30,000.00

ARTICLE 9. To see if the Town will vote to transfer the following telephone communication line item sums from the individual department FY 2002 budget appropriations previously voted to the Building Maintenance Utilities Budget and the Communications budget in order to consolidate the telephone communication line items as follows:

Transfer from the following FY 2002 budgets:

Selectmen	\$15,017.00
Conservation	\$ 600.00
Fire-All Other	\$ 2,135.00
Animal Control	\$ 900.00
Communications-All Other	\$ 4,100.00
Public Works-All Other	\$ 365.00
Board of Health	\$ 1,500.00
Council on Aging	\$ 1,750.00
Library	\$ 3,040.00
Elementary School	<u>\$ 9,400.00</u>
Total	\$ 38,807.00

To the following FY 2002 budgets:

Building Maintenance: Utilities	\$ 35,942.00
Communications – All Other	<u>\$ 2,865.00</u>
Total	\$ 38,807.00

or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this Article.

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to reserve transfer the following telephone communication line item sums from the individual department FY 2002 budget appropriations previously voted to the Building Maintenance Utilities Budget and the Communications budget in order to consolidate the telephone communication line items as follows:*

Transfer from the following FY 2002 budgets:

Selectmen	\$15,017.00
Conservation	\$ 600.00
Fire-All Other	\$ 2,135.00
Animal Control	\$ 900.00
Communications-All Other	\$ 4,100.00
Public Works-All Other	\$ 365.00
Board of Health	\$ 1,500.00
Council on Aging	\$ 1,750.00
Library	\$ 3,040.00
Elementary School	<u>\$ 9,400.00</u>
Total	\$ 38,807.00

To the following FY 2002 budgets:

Building Maintenance: Utilities	\$ 35,942.00
Communications – All Other	<u>\$ 2,865.00</u>
Total	\$ 38,807.00

ARTICLE 10. To see if the Town will vote to appropriate the sum of \$105,810.70 for highway maintenance and construction in accordance with Chapter 253 of the Acts of 1999, as authorized by a contract with the Commonwealth of Massachusetts and executed by the Town on May 30, 2001, funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored by the Board of Selectmen
Finance Committee recommends adoption of this Article.

*Upon a motion made and duly seconded, it was **VOTED**, by unanimous voice vote, to appropriate the sum of \$105,810.70 for highway maintenance and construction in accordance with Chapter 253 of the Acts of 1999, as authorized by a contract with the Commonwealth of Massachusetts and executed by the Town on May 30, 2001, funds to be expended under the direction of the Board of Selectmen.*

ARTICLE 11. To see if the Town will vote to amend its bylaws by inserting a new section entitled, “**Demolition of Historically Significant Buildings and Structures**” as printed on page 7 in this warrant regulating the demolition of any building in the Town of Boxford that is over 75 years old; or take any other action thereon.

Sponsored by the Historic Districts Commission

*Upon a motion made and duly seconded, it was **VOTED**, by majority voice vote, to pass over Article 11.*

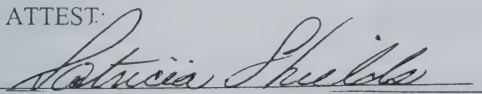
ARTICLE 12. To transact any other business that may legally come before said meeting.

*Upon a motion made and duly seconded, it was **VOTED** by unanimous voice vote to dissolve this Special Town Meeting at 9:13 p.m.*

Registered voters attending the meeting were 134. Town Clerk Patricia Shields appointed counters and checkers for the meeting.

A true record.

ATTEST:



Patricia Shields
Town Clerk

BORROW:

Article 2 \$ 290,000.00

TOTAL TO BE BORROWED \$ 290,000.00

RAISE AND APPROPRIATE:

Article 1 \$ 5,000.00

Article 3 60,000.00

Article 4 (Proposition 2-1/2 Override) 23,944.00

TOTAL TO BE RAISED AND APPROPRIATED 88,944.00

APPROPRIATION:

Article 10 – Highway Chapter 253 \$ 105,810.70

TOTAL TO BE APPROPRIATED \$ 105,810.70

TRANSFER:

Article 5 (from Free Cash to purchase power angle plows) \$ 20,000.00

Article 6 (from Free Cash to purchase new Police cruiser) 28,000.00

Article 7 (from Free Cash to supplement funding for purchase
of voice pager receivers for Fire Dept.) 7,500.00

Article 10 (from FY2002 budgets) listed below:

Selectmen \$15,017.00

Conservation \$ 600.00

Fire-All Other \$ 2,135.00

Animal Control \$ 900.00

Communications-All Other \$ 4,100.00

Public Works-All Other \$ 365.00

Board of Health \$ 1,500.00

Council on Aging \$ 1,750.00

Library \$ 3,040.00

Elementary School \$ 9,400.00

Total

\$38,807.00

(to the following FY 2002 budgets) listed below:

Building Maintenance: Utilities \$ 35,942.00

Communications – All Other \$ 2,865.00

Total

\$ 38,807.00

TOTAL TO BE TRANSFERRED \$ 94,307.00

**BOXFORD SPECIAL TOWN ELECTION
TUESDAY, OCTOBER 30, 2001**

QUESTION #1

Shall the Town of Boxford be allowed to assess an additional \$60,000 in real estate and personal property taxes to purchase new computer related technology hardware and software, including: CPU's, servers, monitors, printers, scanners, modems, laser disc devices, CD ROM drives and writers, work stations and other peripherals, equipment, software licenses, support services and all other incidental items necessary to continue the implementation of the technology plan for the Boxford Elementary Schools for the fiscal year beginning July first, two thousand one?

<u>VOTES</u>	<u>PCT. 1</u>	<u>PCT. 2</u>	<u>TOTAL</u>
YES	84	76	160
NO	63	114	177
BLANKS	0	0	0
TOTAL VOTES	147	190	337

QUESTION # 2

Shall the Town of Boxford be allowed to assess an additional \$23,944 in real estate and personal property taxes to fund the salary necessary to hire a new part-time 30 hours per week, Reference Librarian for the Boxford Town Libraries, for the fiscal year beginning July first, two Thousand one?

<u>VOTES</u>	<u>PCT. 1</u>	<u>PCT. 2</u>	<u>TOTAL</u>
YES	44	53	97
NO	78	113	191
BLANKS	25	24	49
TOTAL VOTES	147	190	337

NOTE: This question was passed over at the Special Town Meeting on October 23, 2001.



TOWN OF BOXFORD STATISTIC REPORT

DOG LICENSES	\$13,880.00
KENNELS	1,125.00
TOTAL	\$15,005.00



PERMITS 2001

ACCESSORY APARTMENTS	30
RAFFLES	2



VITAL STATISTICS FOR 2001

BIRTHS	66
Females	35
Males	31

DEATHS	31
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MARRIAGES	20
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STATE HUNTING/FISHING LICENSE REPORT

LICENSE CLASS	TOTALS		FEES
Resident fishing	\$22.50	44	\$990.00
Resident fishing minor	\$ 6.50	1	\$ 6.50
Resident fishing 65-69	\$11.25	5	\$ 56.25
Resident fishing handicapped	\$ 0.00	8	\$ 0.00
Non-resident fishing	\$32.50	2	\$ 65.00
Resident citizen hunting	\$22.50	13	\$292.50
Non-resident hunting small game	\$60.50	1	\$ 60.50
Resident citizen minor hunting	\$ 6.50	2	\$ 13.00
Resident sporting	\$40.00	17	\$ 680.00
Resident sporting 65-69	\$20.00	1	\$ 20.00
Resident citizen sporting over 70	\$ 0.00	2	\$ 0.00
Archery stamp	\$ 5.10	7	\$ 35.70
Waterfowl stamp	\$ 5.00	17	\$ 85.00
Primitive firearms stamp	\$ 5.10	10	\$ 51.00
W1 wild.conser.stamp(resident)	\$ 5.00	85	\$425.00
W2 wild.conser.stamp (non-resident)	\$ 5.00	1	\$ 5.00
TOTAL			\$2,785.45
TOWN FEES			\$ 48.95
			\$2,736.50



FINANCE

Combined Financial Statements And Additional Financial Information

Director of Finance

Board of Assessors

Finance Committee

Treasurer/Collector of Taxes

Commissioners of Trust Funds

Perley-Parkhurst-Cole Memorial Trust Fund

Guidelines for Perley-Parkhurst-Cole Application

Capital Budgeting Committee





MELANSON HEATH & COMPANY, PC

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT ADVISORS

Corporate Place 93 • Suite 114

100 Burt Road

Andover, MA 01810

Tel (978) 749-0005 • Fax (978) 749-0000

INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Boxford, Massachusetts

We have audited the accompanying general purpose financial statements of the Town of Boxford, Massachusetts as of and for the year ended June 30, 2001, as listed in the table of contents. These general purpose financial statements are the responsibility of the Town of Boxford's management. Our responsibility is to express an opinion on these general purpose financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the general purpose financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the general purpose financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall general purpose financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The Town prepares its general purpose financial statements using accounting principles which are in conformity with the Uniform Municipal Accounting System promulgated by the Commonwealth of Massachusetts Department of Revenue. These accounting principles differ in certain respects from generally accepted accounting principles, primarily in the areas of recording fixed assets. The effects of this difference on the accompanying general purpose financial statements have not been quantified.

In our opinion, except for the effects of the item described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Boxford, Massachusetts as of June 30, 2001, and the results of its operations and cash flows of its proprietary fund types and similar trust fund types for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Melanson, Heath + Company P.C.

Andover, Massachusetts
February 7, 2002

TOWN OF BOXFORD, MASSACHUSETTS

Combined Balance Sheet -
All Fund Types and Account Group

June 30, 2001

ASSETS

	Governmental Fund Types			Proprietary Fund Types	Fiduciary Fund Types	Account Group	Totals
	General	Special Revenue	Capital Project	Enterprise	Trust and Agency	General Long-Term Debt	(Memorandum Only)
Cash and cash equivalents	\$ 4,237,988	\$ 483,366	\$ 3,340,017	\$ 70,205	\$ 787,791	\$ -	\$ 8,919,367
Investments	-	-	-	-	113,001	-	113,001
Receivables:							
Taxes	145,061	-	-	-	-	-	145,061
Excises	78,046	-	-	-	-	-	78,046
Betterments	220,722	-	-	-	-	-	220,722
Other	155	-	-	-	-	-	155
Amount to be provided by Commonwealth	-	-	-	-	-	3,248,350	3,248,350
Amount to be provided for the retirement of general long-term debt	-	-	-	-	-	10,306,091	10,306,091
Total Assets	\$ 4,681,972	\$ 483,366	\$ 3,340,017	\$ 70,205	\$ 900,792	\$ 13,554,441	\$ 23,030,793

LIABILITIES AND FUND EQUITY

Liabilities:							
Warrants payable	\$ 429,470	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 429,470
Accrued liabilities	82,757	-	-	-	-	-	82,757
Estimated landfill postclosure liability	-	-	-	-	-	1,508,124	1,508,124
Deferred revenues	403,018	-	-	-	-	-	403,018
General obligation bonds payable	-	-	-	-	-	11,585,000	11,585,000
Anticipation notes payable	-	-	-	-	-	420,000	420,000
Compensated absences	-	-	-	-	-	41,317	41,317
Taxes collected in advance	26,733	-	-	-	-	-	26,733
Other liabilities	80,257	-	-	-	174,128	-	254,385
Total Liabilities	1,022,235	-	-	-	174,128	13,554,441	14,750,804
Fund Balances:							
Reserved for encumbrances	905,847	-	-	30,377	-	-	936,224
Reserved for endowment	-	-	-	-	38,824	-	38,824
Reserved for expenditure	492,130	-	-	-	-	-	492,130
Unreserved/undesignated	2,261,760	483,366	3,340,017	-	687,840	-	6,772,983
Retained earnings	-	-	-	39,828	-	-	39,828
Total Fund Equity	3,659,737	483,366	3,340,017	70,205	726,664	-	8,279,989
Total Liabilities and Fund Equity	\$ 4,681,972	\$ 483,366	\$ 3,340,017	\$ 70,205	\$ 900,792	\$ 13,554,441	\$ 23,030,793

See accompanying notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

Combined Statement of Revenues, Expenditures and
Changes in Fund Balance -
All Governmental Fund Types and Expendable Trust Funds
For the Year Ended June 30, 2001

	Governmental Fund Types			Fiduciary Fund Types	Totals
	General	Special Revenue	Capital Projects	Expendable Trust	(Memorandum Only)
Revenues:					
Taxes	\$ 14,046,770	\$ -	\$ -	\$ -	\$ 14,046,770
Excises	1,217,786	-	-	-	1,217,786
Interest and penalties	62,681	-	-	-	62,681
Departmental	-	-	-	160,314	160,314
Licenses and permits	226,099	-	-	-	226,099
Intergovernmental	3,221,609	837,624	-	-	4,059,233
Charges for services	38,122	475,429	-	-	513,551
Interest earnings	369,900	-	-	42,943	412,843
Fines, forfeitures, and fees	86,060	-	-	-	86,060
Other	69,292	-	2,893	-	91,452
Total Revenues	19,338,319	1,332,320	2,893	203,257	20,876,789
Expenditures:					
Current:					
General government	1,427,674	36,344	7,746	-	1,471,764
Public safety	1,815,145	102,192	782,085	-	2,699,422
Education	11,555,748	461,196	77,462	-	12,094,406
Public works	1,161,864	358,595	-	-	1,520,459
Human services	195,012	17,185	91,602	-	303,799
Culture and recreation	328,424	14,888	-	153,876	497,188
Insurance and benefits	1,216,976	-	-	-	1,216,976
Debt service	1,438,187	-	-	-	1,438,187
Intergovernmental	28,963	-	-	-	28,963
Total Expenditures	19,167,993	990,400	958,895	153,876	21,271,164
Excess (deficiency) of revenues over expenditures	170,326	341,920	(956,002)	49,381	(394,375)
Other Financing Sources (Uses):					
Proceeds of bonds	-	-	-	-	3,230,000
Proceeds of participation notes	227,000	-	3,230,000	-	859,862
Operating transfers in	-	6,000	632,862	-	6,000
Operating transfers (out)	(26,979)	-	-	-	(26,979)
Total Other Financing Sources (Uses)	200,021	6,000	3,862,862	-	4,068,883
Excess (deficiency) of revenues and other sources over expenditures and other uses	370,347	347,920	2,906,860	49,381	3,674,508
Fund Balance, beginning, as adjusted	3,289,390	135,446	433,157	638,459	4,496,452
Fund Balance, ending	\$ 3,659,737	\$ 483,366	\$ 3,340,017	\$ 687,840	\$ 8,170,960

See accompanying notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

Statement of Revenues and Other Sources, and Expenditures and Other Uses - Budget and Actual - General Fund

For the Year Ended June 30, 2001

	<u>Budget</u>	<u>Adjusted Actual</u>	Variance Favorable (Unfavorable)
Revenues and Other Sources:			
Real estate and personal property taxes	\$ 13,835,801	\$ 13,835,801	\$ -
Motor vehicle excises	973,420	1,217,786	244,366
Departmental	50,000	38,122	(11,878)
Interest, penalties and other taxes	62,780	62,681	(99)
Licenses and permits	150,000	226,099	76,099
Fines and forfeitures	47,970	86,060	38,090
Intergovernmental	2,726,850	2,879,888	153,038
Interest earnings	115,830	369,900	254,070
Other	-	69,292	69,292
Free cash	651,273	651,273	-
Anticipation note proceeds	227,000	227,000	-
Total Revenues and Other Sources	18,840,924	19,663,902	822,978
Expenditures and Other Uses:			
General government	1,405,999	1,356,999	49,000
Public safety	1,737,004	1,694,493	42,511
Education	11,350,781	11,286,739	64,042
Public works	972,848	1,133,123	(160,275)
Health and human services	210,482	179,933	30,549
Insurance and benefits	1,217,676	1,217,676	-
Culture and recreation	325,736	322,318	3,418
Debt service	1,438,102	1,438,187	(85)
Intergovernmental	5,317	28,963	(23,646)
Transfers out	176,979	176,979	-
Total Expenditures and Other Uses	18,840,924	18,835,410	5,514
Excess (deficiency) of revenues and other sources over expenditures and other uses	\$ -	\$ 828,492	\$ 828,492

See accompanying notes to financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

Combined Statement of Revenues, Expenses and Changes in Fund Balance/ Retained Earnings - Proprietary Fund Types and Similar Trust Funds

For the Year Ended June 30, 2001

	Proprietary Fund Type	Fiduciary Fund Type	Totals
	Enterprise	Non-Expendable Trust Fund	(Memorandum Only)
Revenues:			
Charges for services	247,579	-	247,579
Total Revenue	<u>247,579</u>	<u>-</u>	<u>247,579</u>
Expenses:			
Human services	335,478	-	335,478
Total Expenses	<u>335,478</u>	<u>-</u>	<u>335,478</u>
Operating income (loss)	(87,899)	-	(87,899)
Non-Operating Revenues and Expenses			
Transfer in	20,979	-	20,979
Interest revenue	3,829	-	3,829
Net Non-operating Revenues and Expenses	<u>24,808</u>	<u>-</u>	<u>24,808</u>
Net Income (Loss)	(63,091)	-	(63,091)
Fund Balance/Retained Earnings, beginning, as adjusted	<u>133,296</u>	<u>38,824</u>	<u>172,120</u>
Fund Balance/Retained Earnings, ending	<u>\$ 70,205</u>	<u>\$ 38,824</u>	<u>\$ 109,029</u>

See accompanying notes to financial statements.

Town of Boxford, Massachusetts
Notes to General Purpose Financial Statements

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Boxford, Massachusetts (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units, except as indicated in Note 2. The following is a summary of the more significant policies:

A. Reporting Entity

The government is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2001, it was determined that no entities met the required GASB-14 criteria of component units.

B. Basis of Presentation - Fund Accounting

For reporting purposes, the financial activities of the Town are accounted for through the use of several funds and account groups. Each fund is a separate accounting entity with self-balancing accounts. The following types of funds and account groups are used by the Town:

Governmental Fund Types

Governmental funds are those through which most governmental functions of the Town are financed. The acquisition, use and balances of the Town's expendable financial resources and the related liabilities (except those accounted for in fiduciary and proprietary funds) are accounted for through governmental funds. The measurement focus is based upon determination of changes in financial position, rather than upon net income determination. The following are the Town's governmental fund types:

General Fund - To account for all financial activities of the Town, except those required to be accounted for in another fund. Most revenues and expenditures of a general governmental nature are accounted for in this fund.

Special Revenue Funds - To account for the proceeds of specific revenue sources (other than expendable trusts or for major capital projects) that are legally restricted to expenditures for special purposes.

Capital Project Funds - Transactions related to resources obtained and used for the acquisition, construction, or improvement of major capital facilities are accounted for in capital project funds. Such resources are derived principally from proceeds of general obligation bond issues and from Federal and State grants.

Proprietary Fund Types

Proprietary funds are used to account for the Town's ongoing organizations and activities which are similar to those often found in the private sector. The measurement focus is upon determination of net income. The following are the Town's proprietary fund types:

Enterprise Funds - To account for operations which are supported primarily by user charges.

Fiduciary Fund Types

Fiduciary funds are used to account for assets held by the Town in a trustee capacity. The Town maintains the following fiduciary fund types:

Expendable Trust Funds - These funds are accounted for in essentially the same manner as governmental funds.

Nonexpendable Trust Funds - These funds are used to account for assets held by the Town in a trustee capacity. The principal balance cannot be spent; however, investment earnings may be spent for intended purposes.

Agency Funds - These funds are custodial in nature (assets equal liabilities) and do not involve measurement of results of operations.

Account Groups

Account groups are used to establish accounting control and accountability for the Town's general long-term obligations. The following account group is maintained by the Town.

General Long-Term Debt Account Group - This account group is used to account for all long-term obligations of the Town.

C. Basis of Accounting

The basis of accounting used for each fund is as follows:

Modified Accrual Basis (Governmental, Expendable Trust and Agency Funds)

The accounting and financial reporting treatment applied to a fund is determined by its measurement focus. All governmental and expend-

able trust funds are accounted for using a current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. Operating statements of these funds present increases (i.e., revenues and other financing sources) and decreases (i.e., expenditures and other financing uses) in net current assets.

The modified accrual basis of accounting is applied in all governmental, expendable trust and agency fund types. Accordingly, revenues are recorded when susceptible to accrual, that is, both measurable and available to finance expenditures of the current period. Available means collectible within the current period or soon enough thereafter to be used to pay liabilities of the current period. The Town considers property tax revenue available if received within 60 days after the close of the fiscal year. All other amounts not received during that period are deferred and recognized in future accounting periods.

In applying the susceptible to accrual concept to intergovernmental revenues, the legal and contractual requirements of the numerous individual programs are used as guidance. There are essentially two types of these revenues: (1) revenues recognized based upon the expenditures recorded, and (2) revenues recognized at the time of receipt or earlier, if the susceptible to accrual criteria is met. Other revenues (except investment earnings) are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned since they are measurable and available.

Expenditures, except for interest on long-term debt which is recorded when due, landfill closure and postclosure costs, and vacation, sick and pension costs because these amounts are not expected to be relieved within the current accounting period, are recorded when the related fund liability is incurred.

Accrual Basis (Proprietary and Nonexpendable Trust Funds)

All proprietary and nonexpendable trust funds are accounted for on a flow of economic resources measurement focus. With this measurement focus, all assets and liabilities associated with the operation of these funds are included on the balance sheet. Proprietary fund type operating statements present increases (e.g., revenues) and decreases (e.g., expenses) in net total assets.

The accrual basis of accounting is used by proprietary and nonexpendable trust funds. Their revenues are recognized when they are earned, and their expenses are recognized when they are incurred. The Town

has elected to apply proprietary fund accounting principles applicable to the private sector issued through November 30, 1989, unless those principles conflict with or contradict pronouncements of the Governmental Accounting Standards Board.

D. Cash and Cash Equivalents

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue funds and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. The Town maintains a cash and investment pool that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and cash equivalents". The interest earnings attributable to each fund type is included under earnings on investments. For purpose of the statement of cash flows, the proprietary funds and nonexpendable trust funds consider investments with original maturities of three months or less to be cash equivalents.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investment available to the Town. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

F. Property Tax Limitations

Legislation known as "Proposition 2 1/2" limits the amount of revenue the Town can derive from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 per-cent (excluding new growth), unless an override or debt exemption is voted. The actual fiscal year 2001 tax levy reflected an excess capacity of \$ 475,546.

G. Long-Term Obligations

The government reports long-term debt of governmental funds at face value in the general long-term debt account group. Certain other governmental fund obligations not expected to be financed with current available

financial resources are also reported in the general long-term debt account group.

H. Accrued Employee Benefits

Town employees are granted vacation and sick leave in varying amounts. Upon retirement, termination, or death, certain employees are compensated for unused sick and vacation leave which is (subject to certain limitations) at their then current rates of pay. The cost of this unused sick and vacation leave, which is expected to be paid from future financial resources, is accounted for as a liability of the general long-term debt account group for governmental fund types and as a liability of the fund for proprietary fund types.

I. Fund Equity

Reservations of fund balance represent amounts that are not appropriable or are legally segregated for a specific purpose.

J. Encumbrance Accounting and Reporting

Encumbrance accounting is employed in governmental funds. Encumbrances (e.g., purchase orders, contracts) outstanding at year end are reported as reservations of fund balances and do not constitute expenditures or liabilities.

K. Memorandum Only - Total Columns

Total columns on the general purpose financial statements are captioned as "memorandum only" because they do not represent consolidated financial information and are presented only to facilitate financial analysis. The columns do not present information that reflects financial position, results of operations, or cash flows in accordance with generally accepted accounting principles. Interfund eliminations have not been made in the aggregation of this data.

L. Statement of Cash Flows

No statement of cash flows is presented for the proprietary nonexpendable trust funds since the only change in cash was derived from net income.

2. Departures from Generally Accepted Accounting Principles

The significant departures of the Town's financial statements from generally accepted accounting principles are as follows:

- General fixed asset acquisitions are not capitalized in a general fixed asset group of accounts.

3. Stewardship, Compliance and Accountability

A. Budgetary Information

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

B. Budgetary Basis

The General Fund appropriation appearing on page 5 of the financial statements represents the final amended budget of the Town and was authorized as follows:

2001 annual appropriations	\$ 18,549,484
2001 supplemental appropriations	73,751
Statutory County and State assessments	2,560
Other uses legally required to be raised	<u>215,129</u>
Total Appropriation	\$ <u>18,840,924</u>

C. Budget/GAAP Reconciliation

The budgetary data for the general and proprietary funds is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison with budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

	Revenues and Other <u>Financing Sources</u>	Expenditures and Other <u>Financing Uses</u>
<u>General Fund</u>		
Revenues/Expenditures (GAAP basis)	\$ 19,338,319	\$ 19,167,993
Other financing sources/ uses (GAAP basis)	227,000	26,979
Adjust tax revenue to accrual basis	(210,969)	-
To record a prior year budgeted transfer	-	150,000
Reverse beginning of year appropria- tion carryforwards from expenditures	-	(1,073,688)
Add end of year appropriation carryforwards to expenditures	-	905,847
To reverse the effect of non- budgeted state contributions for teachers retirement	(341,721)	(341,721)
Recognize use of fund balance as funding source	<u>651,273</u>	<u>-</u>
Budgetary basis	\$ <u>19,663,902</u>	\$ <u>18,835,410</u>

D. Excess of Expenditures Over Appropriations

The Town had expenditures exceeding appropriations as follows:

Snow and ice	\$(216,679)
Short-term debt interest	(85)

E. Deficit Fund Equity

The following funds had deficits as of June 30, 2001:

Highway Chapter 90 - road maintenance	\$(36,885)
Highway Chapter 90 - Middleton Road	(692)
Fire fighting detail	(194)

The deficits in these funds will be eliminated through future departmental revenues.

4. Cash and Cash Equivalents

The carrying amount of the Town's deposits with financial institutions at June 30, 2001 was \$ 8,919,367. The bank balances, which do not include reconciling items such as deposits in transit and outstanding checks, are categorized as follows:

	Town Deposits <u>June 30, 2001</u>
Amount insured by the FDIC and DIFM, or collateralized with securities held by the Town in its name	\$ 700,000
Uncollateralized	3,227,994
State investment pool	<u>5,053,356</u>
Total Bank Balance	<u>\$ 8,981,350</u>

5. Investments

The Town's investments are categorized into the following three categories of credit risk:

- (1) Insured or registered, or securities held by the Town or its agent in the Town's name.
- (2) Uninsured and unregistered, with securities held by the counterparty's trust department or agent in the Town's name.
- (3) Uninsured and unregistered, with securities held by the counterparty, or by its trust department or agent but not in the Town's name.

At year end, the government's investment balances were as follows:

Investments not subject to categorization:	
Mutual funds	\$ <u>113,001</u>
Total Investments	\$ <u>113,001</u>

6. Taxes Receivable

Real and personal property taxes are based on assessed values as of the previous January 1 and are normally due on a quarterly basis. By law, all taxable property must be assessed at 100% of fair cash value. Taxes due and unpaid after the due dates are subject to interest and penalties. The Town has an ultimate right to foreclose on property for unpaid taxes.

The following is a summary of the property tax calendar used for the 2001 tax levies:

June 30, 2000:

The first quarterly real estate tax bills are mailed to taxpayers. This bill is approximately equal to one quarter of the prior year's tax levy.

August 1, 2000:

The first quarter preliminary tax bills are due. All bills paid after this date are charged interest at the rate of 14% from the due date.

September 30, 2000:

The second quarter real estate tax bills are mailed to taxpayers. This bill is approximately equal to one quarter of the prior year's tax levy.

November 1, 2000:

The second quarter preliminary tax bills are due. All bills paid after this date are charged interest at the rate of 14% from the due date.

December 29, 2000:

The third quarter real estate and personal property tax bills are mailed to taxpayers. This bill is approximately equal to one half of the current tax levy less preliminary payments.

February 1, 2001:

The third quarter tax bills are due. All bills paid after this date are charged interest at the rate of 14% from the due date.

March 27, 2001:

The fourth quarter real estate and personal property tax bills are mailed to taxpayers. This is for the remainder of the tax levy.

May 1, 2001:

The fourth quarter tax bills are due. All bills paid after this date are charged interest at the rate of 14% from the due date.

Fourteen days after the due date for the fourth quarter tax bill for real estate taxes, a demand notice may be sent to the delinquent taxpayer. Fourteen days after the demand notice has been sent, the tax collector may proceed to file a lien against the delinquent taxpayers' property.

Taxes receivable at June 30, 2001 consist of the following:

Real Estate, Levy Year 2001	\$ 110,747
Personal Property, Levy Year 2001	455
Tax Liens	15,685
Deferred taxes	<u>18,174</u>
Total	\$ <u>145,061</u>

7. Amount to be Provided by Commonwealth

The balance in this account represents the portion of bonds payable expected to be reimbursed through the Commonwealth's School Building Assistance Bureau (SBAB). SBAB reimburses the Town for 63 to 70 percent of certain qualifying bond issues. These reimbursements are subject to annual appropriations by the State legislature.

8. Warrants Payable

Warrants payable represent 2001 expenditures paid by July 15, 2001 as permitted by law.

9. Deferred Revenue

The balance of the General Fund deferred revenues account is equal to the total of all June 30, 2001 receivable balances, except real and personal property taxes that are accrued for subsequent 60 day collections. The Town's statutory "allowance for abatements and exemptions" (overlay) account, with a balance of \$ 322,404 has been reclassified to deferred revenue for reporting purposes.

10. Other Liabilities

This balance consists primarily of various payroll deductions.

11. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. Payment is not limited to a particular revenue source. However, as previously noted, the Town's ability to raise property taxes is restricted by the enactment of legislation known as "Proposition 2 1/2". General obligation bonds currently outstanding are as follows:

	Serial Maturities Through	Interest Rate(s)%	Amount Outstanding as of June 30, 2001
<u>Governmental Funds:</u>			
General Obligation Bonds Payable:			
Bonds Payable - Inside the Debt Limit			
School bonds	06/16/16	4.60 - 6.375	\$ 4,145,000
Title V (MWPAT)	08/01/18	-	200,000
			(continued)

(continued)

	Serial Maturities <u>Through</u>	Interest Rate(s)%	Amount Outstanding as of <u>June 30, 2001</u>
<u>Governmental Funds:</u>			
Planning bonds	06/15/03	4.625	80,000
Land acquisition	06/15/17	4.625 - 5.30	1,890,000
Title V (MWPAT)	08/01/19	-	200,000
Police station	04/15/21	5.00	3,230,000
Bonds Payable - Outside the Debt Limit			
Landfill closure	06/15/17	4.625 - 5.30	930,000
Sofford pond school	06/15/09	4.625 - 4.75	<u>910,000</u>
Total			<u>\$ 11,585,000</u>

B. Anticipation Notes Payable

The Town had the following notes outstanding at June 30, 2001:

	Interest Rate	Date of Issue	Date of Maturity	Balance at <u>June 30, 2001</u>
Bond anticipation	4.50%	12/20/00	12/20/01	<u>\$ 420,000</u>

The Town intends to pay this note back over a 5-year period by reissuing a bond anticipation note less 1/5th of the original principal. It is appropriately shown in the General Long-Term Debt Account Group.

C. Future Debt Service

The annual principal payments to retire all general obligation long-term debt outstanding as of June 30, 2001 are as follows:

<u>Governmental</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2002	\$ 730,196	\$ 570,518	\$ 1,300,714
2003	741,997	536,688	1,278,685
2004	681,997	502,428	1,184,425
2005	696,997	470,720	1,167,717
2006	701,997	438,058	1,140,055
Thereafter	<u>8,031,816</u>	<u>2,616,622</u>	<u>10,648,438</u>
Total	<u>\$ 11,585,000</u>	<u>\$ 5,135,034</u>	<u>\$ 16,720,034</u>

D. Bond Authorizations

Long-term debt authorizations which have not been issued or rescinded as of June 30, 2001 are as follows:

<u>Purpose</u>	<u>Amount</u>
Land acquisition	\$ 2,259,000
Town hall design	<u>250,000</u>
Total	<u>\$ 2,509,000</u>

E. Legal Debt Margin

The Town is subject to the General Laws of the Commonwealth of Massachusetts which limits the amount of bonded debt the Town may have outstanding to 5 percent of the valuation of taxable property as last equalized by the Commonwealth's Department of Revenue. The following is a computation of the legal debt margin as of June 30, 2001 (in thousands of dollars):

Equalized valuation - April 17, 2001		<u>\$ 1,025,881</u>
Debt limit - 5% of equalized valuation		\$ 51,294
Total debt outstanding	11,585	
Less: debt exempt from limit	<u>(1,840)</u>	<u>9,745</u>
Legal Debt Margin		<u>\$ 41,549 *</u>

**Does not include authorized but unissued debt.*

F. Changes in General Long-Term Liabilities

During the year ended June 30, 2001, the following changes occurred in liabilities reported in the general long-term debt account group (in thousands):

	<u>Balance July 1, 2000</u>	<u>Additions</u>	<u>Reductions</u>	<u>Balance June 30, 2001</u>
Landfill closure cost	\$ 600	\$ 908	\$ -	\$ 1,508
General obligation debt	8,900	3,230	(545)	11,585
Anticipation notes payable	-	860	(440)	420
Accrued employee benefits	<u>- *</u>	<u>41 *</u>	<u>-</u>	<u>41</u>
Totals	<u>\$ 9,500</u>	<u>\$ 5,039</u>	<u>\$(985)</u>	<u>\$ 13,554</u>

** July 1, 2000 balance was not calculated.*

12. Landfill Closure and Postclosure Care Costs

State and Federal laws and regulations require the Town to place a final cover on its landfill site when it stops accepting waste and to perform certain maintenance and monitoring functions at the site for thirty years after closure.

Although closure and post-closure care costs will be paid only near or after the date that the landfill stops accepting waste, the Town reports a portion of these closure and post-closure care costs as a liability in the general long-term debt account group in each period based on landfill capacity used as of each balance sheet date. In 1999, the Town authorized borrowing \$ 990,000 to fund the expected costs of closure and monitoring.

13. Reserves of Fund Equity

The Town has established "reserves" of fund equity to segregate fund balances which are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town reported the following types of reserves at June 30, 2001:

Reserved for Encumbrances - An account used to segregate that portion of fund balance committed for expenditure of financial resources upon vendor performance.

Reserved for Endowments - Represents the principal of the nonexpendable trust fund investments. The balance cannot be spent for any purpose; however, it may be invested and the earnings may be spent.

Reserved for Expenditures - Represents the amount of fund balance appropriated to be used for expenditures in the subsequent year budget.

14. General Fund Undesignated Fund Balance

The undesignated general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in certain respects from the Massachusetts Uniform Municipal Accounting System (UMAS). The following paragraphs summarize the major differences.

Massachusetts general laws include provisions to allow municipalities to over-expend certain appropriations if they are incurred in an emergency situation and for the safety of the public. The most common example involves the "snow and ice" appropriation. All such overexpenditures, however, must be funded in the subsequent year's tax rate.

Massachusetts General Laws require that non-property tax revenue budget shortfalls, net of appropriation turnbacks, be funded in the subsequent year. The same treatment is also applied to the excess of actual property tax abatements and exemptions over the provision for abatements and exemptions (overlay).

The following summarizes the specific differences between GAAP basis and statutory basis of reporting the general fund undesignated fund balance:

GAAP basis balance	\$ 2,261,760
Appropriation deficits	<u>216,679</u>
Statutory (UMAS) Balance	\$ <u>2,478,439</u>

15. Beginning Fund Balance Restatement

The beginning (July 1, 2000) fund balances of the Town have been restated as follows:

	<u>Expendable Trust Fund</u>	<u>Nonexpendable Trust Fund</u>
As previously reported	\$ 677,283	\$ -
Reclassify nonexpendable trust funds	(38,824)	<u>38,824</u>
As restated	\$ <u>638,459</u>	\$ <u>38,824</u>

16. Subsequent Events

Temporary Debt

Subsequent to June 30, 2001, the Town has incurred the following additional debt:

	<u>Amount</u>	<u>Interest Rate</u>	<u>Issue Date</u>	<u>Maturity Date</u>
Bond anticipation note	\$ 335,000	2.19%	12/20/01	07/18/02
Bond anticipation note	125,000	2.17%	12/20/01	06/20/02

Subsequent Budget Authorization

The financial statements for the Town as of June 30, 2001 do not reflect the fiscal 2002 annual budget authorized in May 2001. The amount authorized in May 2001 (all funds) totaled \$ 20,232,971. Subsequent to year end, the Town authorized an additional \$ 271,311 in fiscal year 2002 appropriations.

17. Commitments and Contingencies

Outstanding Lawsuits - There are several pending lawsuits in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

18. Risk Management

The government is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the government carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

19. Pension Plan

The Town follows the provisions of GASB Statement No. 27, *Accounting for Pensions for State and Local Government Employees*, with respect to the employees' retirement funds.

A. Plan Description

The Town contributes to the Essex Regional Retirement System (the "System"), a cost-sharing multiple-employer, defined benefit pension plan administered by a regional retirement board. The System provides retirement, disability and death benefits to plan members and beneficiaries. Chapter 32 of the Massachusetts General Laws assigns authority to establish and amend benefit provisions of the plan, and grant cost-of-living increases, to the State legislature. The System issues a publicly available financial report which can be obtained through the Essex Regional Retirement Board, 491 Maple Street, Building 200, Suite 202, Danvers, MA 01923.

B. Funding Policy

Plan members are required to contribute to the System at rates ranging from 5% to 11% of annual covered compensation. The Town is required to pay into the System, its share of the remaining systemwide actuarially determined contribution plus administration costs which are apportioned among the employers based on active covered payroll. The contributions of plan members and the Town are governed by Chapter 32 of the Massachusetts General Laws. The Town's contributions to the System for the years ended June 30, 2001, 2000 and 1999 were \$ 395,469, \$ 387,319

and \$ 352,632, respectively, which were equal to its annual required contributions for each of these years.

C. Teachers

As required by State statutes, teachers of the Town are covered by the Massachusetts Teachers Retirement System (MTRS). The MTRS is funded by contributions from covered employees and the Commonwealth of Massachusetts. The Town is not required to contribute.

All persons employed on at least a half-time basis, who are covered under a contractual agreement requiring certification by the Board of Education are eligible, and must participate in the MTRS.

Based on the Commonwealth of Massachusetts' retirement laws, employees covered by the pension plan must contribute a percentage of gross earnings into the pension fund. The percentage is determined by the participants date of entry into the system and gross earnings, up to \$ 30,000, as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%
January 1, 1984 - June 30, 1996	8%
Beginning July 1, 1996	9%

Effective January 1, 1990, all participants hired after January 1, 1979, must pay an additional 2% of salary in excess of \$ 30,000. The Town's current year covered payroll for teachers was \$ 3,853,796.

In fiscal year 2001, the Commonwealth of Massachusetts contributed \$ 341,721 to the MTRS on behalf of the Town. This is included in the education expenditures and intergovernmental revenues reported on page 4.

20. GASB Statement No. 34

In June 1999, the Governmental Accounting Standards Board (GASB) unanimously approved Statement No. 34, Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments (Statement). Certain of the significant changes in the Statement include the following:

- For the first time the financial statements will include:
 - A Management Discussion and Analysis (MD&A) section providing an analysis of the Town's overall financial position and results of operations.
 - Financial statements prepared using full accrual accounting for all of the Town's activities, including reporting infrastructure assets (roads, bridges, etc.).
- A change in the fund financial statements to focus on the major funds.

The general provisions of GASB Statement No. 34 must be implemented by the Town of Boxford no later than the fiscal year ending June 30, 2003; the retroactive reporting of infrastructures must be implemented no later than the year ending June 30, 2007.

DEPARTMENT OF MUNICIPAL FINANCE

In December of 1998, the Municipal Government Study Committee presented a report recommending a variety of changes to the Towns system of governance and municipal organization in order to appropriately meet the needs of a growing community. They concluded "...a growing demand for municipal services and the increased regulatory environment required a more professional approach to the management of Town Government."

One of their many recommendations was for the town to adopt a bylaw creating the Department of Municipal Finance which combines the Tax Collection, Treasury, Accounting and Assessing functions into one department managed by the Director of Municipal Finance.

Centralizing the management of financial functions would allow day-to-day issues and concerns between departments to be addressed and solved in a quick and efficient manner. It would also allow the coordination of projects between departments to be managed by one person who could make decisions to keep the project on track.

Another recommendation of the committee included requiring the Finance Director to assist the Finance Committee and the Capital Budget Committee. The intended result being the committees' ability to present its financial policy positions more clearly and to present more effective reports and recommendations to the Town. In February of 2001, I was hired as the town's first Director of Municipal Finance.

The Town was at the height of the budget process, with all departments making budget presentations to the Selectmen and Finance Committee. I attended every Finance Committee and Capital Budget Committee meeting as an ex-officio member. I attempted to get a sense of how the budget process was currently working and what was important to the various board and committee members and the Boxford residents.

Throughout the summer months, I developed a draft of Financial Policies and Guidelines for the Town of Boxford using historical financial data specific to Boxford and the ideas I heard verbalized throughout the previous budget process. After several meetings with the Finance Committee, the Capital Budgeting Committee and the Board of Selectmen, the Finance committee voted to adopt a set of guidelines and financial policies. These policies will promote a consistent budget process and attempt to preserve town assets and infrastructure while providing a responsible level of taxpayer services and a reasonable annual tax burden.

In addition to that work, I'm encouraging the use of available technology by training and making employees aware of functions that are available through our various software packages that have been under-utilized. I coordinated the efforts of the Payroll and Treasury departments to implement direct deposit for our employees. I converted the telephone service to a consolidated Centrex system saving money as well as the numerous man-hours that were required to process 40 individual department phone bills per month.

The support, encouragement and assistance of Ellen Guerin, Bill O'Brien, Mary Bolen, Anna Johnson, Judy Durkee, Sandi Rossi, Lauren Woekel, George Upton, Alan Benson, and Marion Musial needs to be recognized here. They have willingly accepted change, eagerly took on new projects and earnestly given me the support I need to perform the job of directing Boxford's municipal finances.

Gail LaPointe
Director of Municipal Finance



BOARD OF ASSESSORS

Again this year, the town continues to grow at a rate among the highest areas of the state. The total property valuation exceeded one billion dollars for the second time, including \$30,000,000 in new growth this past fiscal year, the second largest annual growth ever. Although this aided in achieving a lower tax rate (\$12.54/1,000), the annual revaluation based on calendar year 2000 sales, resulted in most home values increasing about 10-15%. The average residential property assessment in town is now about \$450,000. Reference to the page on tax rate recapitulation, shows how heavily the town relies on residences for tax revenues.

The assessors recognize that following the obligatory state revaluation regulations creates a hardship for many, particularly the elderly. The assessors are working with the Council on Aging to ensure that all seniors are familiar with the tax lowering assistance programs available to them.

Following previous years action, the selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential.

The Department of Revenue has directed the Assessors to conduct a full revaluation of Personal Property, which will be conducted in calendar year 2002, using both inside and contract personnel. This will update the last revaluation, which was done in 1994. The workload for this project was significantly reduced, when at the May 2001 Town Meeting, it was voted to eliminate taxes on any personal property accounts having an assessed value of \$3,000 or less.

Auto excise taxes bring about \$1,000,000 in income to the town, from over 7000 vehicles, but imposes a considerable workload of corrections, transfers, vehicle sales, address changes and delinquencies. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled or transferred to another vehicle.

The Board and the office appreciate the help and support from other town offices and all the townspeople.

Joseph Barrasso III, Chairman
David Benson
Olivia Fiore

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF REVENUE TAX RATE RECAPITULATION

of

FISCAL 2002

BOXFORD

City/Town/District

I. TAX RATE SUMMARY

Ia. Total amount to be raised (from IIe)

\$21,049,628.55

Ib. Total estimated receipts and other revenue sources (from IIIe)

5,583,763.00

Ic. Tax levy (Ia minus Ib)

\$ 15,465,865.55

Id. Distribution of Tax Rates and levies

CLASS	(b) Levy percentage (from LA-5)	(c) IC above times each percent in col (b)	(d) Valuation by class (from LA-5)	(e) Tax Rates (c) / (d) x 1000	(f) Levy by class (d) x (e) / 1000
Residential	97.5738%	15,090,632.72	1,203,400,200	12.54	15,090,638.51
Exempt					
Open Space	0.1995%	30,854.40	2,461,000	12.54	30,860.94
Commercial	1.0456%	161,711.09	12,895,800	12.54	161,713.33
Exempt					
Industrial	0.0463%	7,160.70	570,400	12.54	7,152.82
SUBTOTAL	98.8652%		1,219,327,400		15,290,365.60
Personal	1.1348%	175,506.64	13,995,211	12.54	175,499.95
TOTAL	100.0000%		1,233,322,611		15,465,865.55

Board of Assessors of BOXFORD

City or Town

11-19-01

Date

978-887-3674

Tel. No.

Do Not Write Below This Line --- For Department of Revenue Use Only

Reviewed By Richard Viscay

Date 12-6-01

Approved: [Signature]

Director of Accounts

DEC 7 2001

Date

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II. Amounts to be raised

Ila. Appropriations (col. (b) through col. (e) from Page 4)		<u>20,504,282.00</u>
Ilb. Other amounts to be raised		
1. Amounts certified for tax title purposes		
2. Debt and interest charges not included on page 4		
3. Final court judgments		
4. Total overlay deficits of prior years		
5. Total cherry sheet offsets (see cherry sheet 1-ER)	<u>109,261.00</u>	
6. Revenue deficits		
7. Offset receipts deficits Ch. 44, Sec. 53E		
8. Authorized deferral of teachers' pay		
9. Snow and ice deficit Ch. 44 Sec. 31D	<u>216,679.00</u>	
10. Other (specify on separate letter)		
TOTAL Ilb (Total lines 1 through 10)		<u>325,940.00</u>
Ilc. State and county cherry sheet charges (C.S. 1-EC cols. 1 and 2)		<u>17,620.00</u>
Ild. Allowance for abatements and exemptions (overlay)		<u>201,786.55</u>
Ile. Total amount to be raised (Total Ila through Ild)		<u>21,049,628.55</u>

III. Estimated receipts and other revenue sources

IIIa. Estimated receipts - State		
1. Cherry sheet estimated receipts (C.S. 1-ER Total) \$	<u>2,926,455.00</u>	
2. Cherry sheet overestimates (C.S. 1-EC Part E col. 3)		
TOTAL IIIa		<u>2,926,455.00</u>
IIIb. Estimated receipts - Local		
1. Local receipts not allocated (Page 3, col. (b), Line 23)	<u>1,585,449.00</u>	
2. Offset receipts (See Schedule A-1)	<u>0.00</u>	
3. Enterprise funds (See Schedule A-2)	<u>282,365.00</u>	
4. Community preservation funds (See Schedule A-4)	<u>105,000.00</u>	
TOTAL IIIb		<u>1,972,814.00</u>
IIIc. Revenue sources appropriated for particular purposes		
1. Free cash (Page 4, col. (c))	<u>547,630.00</u>	
2. Other available funds (Page 4, col. (d))	<u>136,864.00</u>	
TOTAL IIIc		<u>684,494.00</u>
IIId. Other revenue sources appropriated specifically to reduce the tax rate		
1. a. Free cash...appropriated on or before June 30, 2001		
b. Free cash...appropriated on or after July 1, 2001		
2. Municipal light source		
3. Teachers' pay deferral		
4. Other source :		
TOTAL IIId		<u>0.00</u>
IIIe. Total estimated receipts and other revenue sources (Total IIIa through IIId)		<u>5,583,763.00</u>

IV. Summary of total amount to be raised and total receipts from all sources

a. Total amount to be raised (from Ile)		<u>21,049,628.55</u>
b. Total estimated receipts and other revenue sources (from IIIe)	\$ <u>5,583,763.00</u>	
c. Total real and personal property tax levy (from Ic)	\$ <u>15,465,865.55</u>	
d. Total receipts from all sources (total IVb plus IVc)		<u>21,049,628.55</u>

FINANCE COMMITTEE

For most of 2001, the membership of the Finance Committee remained unchanged. However, in May, Barbara Jessel was elected to the Board of Selectmen and correspondingly resigned her position as the Finance Committee Chair of two years. Fortunately for the committee John Powell filled the vacant seat in the fall of 2001. Kim Holliday was elected Chair in September 2001. The Committee also welcomed the addition of the Town's new Director of Municipal Finance, Gail LaPointe, in January 2001. Her insight and professionalism while working on the FY2002 budget elevated and expedited this process for all of us. The Committee also gratefully acknowledges the continued excellent support from the Town Administrator throughout the year, and particularly with respect to preparation of the budget.

The Committee's primary goal remains unchanged from the prior years. That is, the Committee works to balance the financial needs of the various town departments and committees with protection of the Town's overall financial health and affordability for the Town residents. Toward this end, the Committee worked throughout 2001 to draft a compendium of the Committee's Financial Policies and Guidelines. These Guidelines explain many of the Committee's operating principles and will be an excellent reference tool for budget preparations in the future. Using these longstanding principles, the Finance Committee arrived at a budget for FY2002 with excellent cooperation from most of the Town's department and committees. When the budget was presented to the May Annual Town Meeting, it received popular support and was amended only to *increase* a line item for salaries for non-union library employees.

In 2001, the greatest impact on the FY2002 budget came from large increases in educational budget requests, health insurance costs and salaries. Increases in the educational budgets resulted in override requests for both Masconomet and the Elementary schools. Health insurance costs outpaced the overall budget increase. Existing contractual obligations regarding salaries, negotiated before the full impact of the economic downturn, also contributed to the overall increase for FY2002. All of these increases, of course, put pressure on other general-government areas. While new growth in Town slowed slightly in 2001, the impact from previous years' exceptional growth continued to be felt in both the demand for increased services and the need for additional municipal space.

State aid also continued to have a significant impact on the budget. Although the Town received a modest increase in state aid, it was not sufficient to cover escalating educational operating budgets. Given the State's current fiscal situation, it is reasonable to expect similar modest increases or even reductions in aid in the future. This will no doubt create great challenges for the Town, particularly in the educational arena.

As in previous years, the Finance Committee will continue to try to maintain the delicate balance between the needs of the Town and the costs associated with them

Kimberly Holliday, Chair
Robert Conroy, Vice-Chair
Peter Bernardin
Joseph Callahan

Preston Galarneau
John Powell
James Shanahan

BUDGET VOTED FOR FISCAL YEAR 2002

					Total	FY '01 to
	Actual	Actual	Actual	Accepted	Voted	FY '02
Department	1998 Spent	1999 Spent	2000 Spent	2001 Budget	2002 Budget	% CHANGE
I. GENERAL GOVERNMENT						
Selectmen	112,697	151,078	184,899	220,903	221,394	0.22%
Computer Management	1,737	17,920	16,697	35,600	25,100	-29.49%
Land Committee	4,578	2,000	6,050	7,500	7,500	0.00%
Personnel Board	0	2,090	2,120	5,021	2,300	-54.19%
Town Clerk - Salary	36,225	37,898	39,035	40,987	43,037	5.00%
Town Clerk - All Other	27,531	35,117	32,564	35,307	33,026	-6.46%
Conservation Commission	39,759	40,564	44,186	72,366	74,469	2.91%
Planning Board	10,850	25,479	17,436	30,392	32,622	7.34%
Board of Appeals	1,705	3,887	3,313	3,350	3,098	-7.52%
Non-school - Health Insurance	150,402	165,145	187,128	239,977	261,267	8.87%
GEN. GOVERNMENT-TOTAL	385,486	481,177	533,427	691,403	703,813	1.79%
II. FINANCE						
Finance Committee	977	1,385	1,518	2,350	1,745	-25.74%
Finance Director	0	0	0	39,000	70,550	80.90%
Accountant	86,817	104,442	105,333	126,026	126,954	0.74%
Assessors	51,615	63,418	70,394	74,405	74,867	0.62%
Treasurer/Collector - Salary	34,544	38,049	39,190	41,150	47,500	15.43%
Treasurer/Collector - All Other	71,696	79,791	102,077	109,827	99,604	-9.31%
Non-school - Debt Service	0	443,173	382,091	827,140	1,043,610	26.17%
FINANCE-TOTAL	245,649	730,258	700,602	1,219,898	1,464,830	20.08%
III. PUBLIC SAFETY						
Police - Salary	637,730	665,397	703,508	778,323	865,962	10.62%
Police - All Other	84,106	83,480	83,607	91,884	98,242	6.92%
Fire - Salary	153,011	162,857	181,954	241,266	255,964	6.09%
Fire - All Other	46,869	47,859	74,687	47,205	48,690	3.15%
Ambulance Service	77,000	77,000	78,440	78,440	78,440	0.00%
Building Inspector	57,343	59,416	61,885	69,040	71,324	3.31%
Plumbing & Gas Inspector	7,517	8,815	9,019	9,698	10,004	3.16%
Sealer of Weights & Measures Insp	0	0	318	328	338	3.05%
Electrical Inspector	11,289	11,940	12,262	12,763	13,426	5.19%
Animal Inspector		4,186	4,312	4,442	4,576	3.02%
Animal Control Officer	20,000	28,055	26,428	32,052	32,260	0.65%
Communication - Salary	160,540	170,720	184,999	205,461	206,263	0.39%
Communications - All Other	24,681	25,692	29,663	36,957	62,157	68.19%
Parking Clerk	150	34	30	278	287	3.24%
PUBLIC SAFETY-TOTAL	1,280,236	1,345,451	1,451,111	1,608,137	1,747,933	8.38%

BUDGET VOTED FOR FISCAL YEAR 2002

IV. EDUCATION

Elementary Schools	4,594,780	4,921,491	5,459,507	6,089,984	6,361,230	4.45%
Elementary Schools-Health Insurance	245,570	265,918	297,016	365,000	454,283	24.46%
Elementary Schools-Debt Service	1,395,751	1,348,413	695,849	610,962	598,323	-2.07%
North Shore Vocational	60,120	61,991	62,198	66,104	68,978	4.35%
Masconomet - Budget Assessment	3,678,593	4,020,860	4,292,091	4,270,609	4,705,152	10.18%
Masconomet - Debt Assessment	0	852,110	846,790	867,084	874,743	0.88%
EDUCATION-TOTAL	9,974,814	11,470,782	11,653,451	12,269,743	13,062,709	6.46%

V. TOWN MAINTENANCE

Town Buildings Maintenance & Utilities	99,964	102,701	117,056	116,734	124,422	6.59%
Cemeteries	491	498	406	500	500	0.00%
Snow & Ice Removal	141,596	196,688	139,610	83,000	83,000	0.00%
Gas and Oil Depot	24,675	21,938	30,321	33,000	33,000	0.00%
DPW - Salary	217,782	239,144	309,696	329,104	358,161	8.83%
DPW - All Other	145,493	129,122	162,408	145,852	144,778	-0.74%
TOWN MAINTENANCE-TOTAL	630,001	690,090	759,496	708,190	743,861	5.04%

VI. HEALTH & HUMAN SERVICES

Board of Health	122,798	206,200	121,080	135,815	124,567	-8.28%
Council on Aging	29,228	39,219	48,318	62,849	72,434	15.25%
Veterans Services	8,432	9,432	9,432	11,818	12,600	6.62%
HEALTH & HUMAN SERVICES	152,027	254,851	178,830	210,482	209,601	-0.42%

VII. CULTURE & RECREATION

Library - Salary	162,445	188,726	207,934	220,256	228,961	3.95%
Library - All Other	66,908	78,602	83,425	87,795	92,380	5.22%
Recreation Committee	15,372	19,372	13,966	17,150	13,150	-23.32%
Historic District Commission	121	185	296	535	535	0.00%
CULTURE & RECREATION	229,353	286,885	305,620	325,736	335,026	2.85%

BUDGET VOTED FOR FISCAL YEAR 2002
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VIII. INSURANCE & PENSION

Essex County Retirement	325,176	352,632	393,389	395,469	438,322	10.84%
Life Insurance	1,121	981	2,563	7,000	7,000	0.00%
Social Security - FICA	60,671	68,195	73,656	80,000	85,000	6.25%
LTD Insurance	9,137	8,027	6,138	10,000	8,000	-20.00%
Pay rate increase contingency	0	0	0	0	0	
General Insurance	99,132	107,080	108,747	112,200	129,000	14.97%
INSURANCE & PENSION-TOTAL	170,061	536,914	584,493	604,669	667,322	10.36%
 GRAND TOTAL BUDGET	 13,067,625	 15,796,410	 16,167,031	 17,638,258	 18,935,095	 7.32%
Increase from prior year			370,621	1,471,227	1,291,837	

**OFFICE OF THE TREASURER/COLLECTOR OF TAXES
REPORT OF CASH, INTEREST INCOME AND DEBT**

FISCAL YEAR 2001, ENDED JUNE 30, 2001

1. Cash Balances in the custody of the Treasurer as of June 30, 2001 were as follows:

General Fund Cash:	\$4,836,109.72
General Fund (School Bond):	112,403.24
General Fund (Police/Town Hall Bonds)	2,766,123.51
Trust, Gift & Restricted Funds:	<u>888,258.66</u>

TOTAL ALL FUNDS: **\$8,602,895.13**

2. Investment Income earned during the year ended June 30, 2001 was as follows:

General Fund Cash:	\$ 338,212.41
General Fund (Police/Town Hall Bond)	29,159.15
General Fund (School Bond):	6,358.50
Trust, Gift & Restricted Funds:	<u>53,117.97</u>

TOTAL EARNINGS ON FUNDS: **\$ 426,848.03**

3. Outstanding debts as of June 30, 2001 were as follows:

<u>Purpose</u>	<u>Rate</u>	<u>Principal Due:</u>
<u>Long Term:</u> (bonds)		
School Construction '96	*	\$ 4,145,000.00
Municipal Purpose Loan '99 (1)	**	3,810,000.00
Police Station Construction Loan	***	3,230,000.00
Title V Septic Repair Loan from Commonwealth of Massachusetts	0%	400,000.00
<u>Short Term:</u> (B.A.N.s) due 12/20/01 (2)	4.50%	<u>420,000.00</u>

TOTAL ALL OUTSTANDING DEBT: **\$12,005,000.00**

- (1) Loan purposes include Land Acquisition, Landfill Closure, Police Station Design and Spofford Pond School Bonds (Advance Refunding)
- (2) Loan purposes include Hebb Land Acquisition, Communications Equipment and Police Station Re-design

* Rate varies over remaining term from 4.70% to 5.80%

** Rate varies over remaining term from 4.625% to 5.30%

*** Rate varies over remaining term from 4.125% to 4.875%

Ellen S. Guerin
Treasurer/Collector of Taxes

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS – FISCAL YEAR 2001

<u>FUND NAME</u>	<u>RESPONSIBLE</u>	<u>BALANCE</u>	<u>RECEIPTS</u>	<u>PAYMENTS</u>	<u>ALLOCATED</u>	<u>BALANCE</u>
	<u>BOARD</u>	<u>7/1/00</u>			<u>INTEREST</u>	<u>6/30/01</u>
<u>TRUST FUNDS:</u>						
Post War Re-hab	Commission	\$ 105.74			\$ 7.07	\$ 112.81
Boxford Visiting Nurse	Commission	15,961.37			1,067.82	17,029.19
Town School	Commission	8,482.55			567.48	9,050.03
Perley Parkhurst Cole	Commission	3,958.59	17,768.85	19,547.00	145.87	2,326.31
Barker Trust	Elementary School	15,113.23	5,000.00		1,345.58	21,458.81
Griffin	Elementary School	9,155.00		400.00	585.71	9,340.71
Sarah Perley Trust F	Commission	7,101.16			475.07	7,576.23
Curtis Killam Burial	Commission	3,181.66			212.85	3,394.51
Tri-Centennial Memorial Park	Commission	12,112.19			810.31	12,922.50
Michelle Wilson	Commission	11,681.37			781.48	12,462.85
East Parish Library	Library	592.37			39.63	632.00
West Parish Library	Library	235.72			15.77	251.49
Emma S. Cote Library	Library	2,995.08			200.37	3,195.45
Mary Stacy Holmes Library	Library	787.46			52.68	840.14
Milton Lord Memorial Book	Library	279.02			18.67	297.69
COA Memorial Van Fund	Commission	2,995.72			200.41	3,196.13
Ackerman Playground Maintenance	Commission	15,878.30			1,062.26	16,940.56
<u>Trust Fund Sub-total</u>		\$ 110,616.53	\$ 22,768.85	\$ 19,947.00	\$ 7,589.03	\$ 121,027.41
<u>GIFT FUNDS:</u>						
Witch Hollow Farm Gift	Selectmen	\$ 1,260.31				\$ 1,260.31
Police Department Gift	Police Department	100.00	10,050.00	10,000.00		150.00
D.A.R.E.	Police Department	6,470.10	565.00	55.41		6,979.69
Fire Department Donations	Fire Department	6,828.24	6,639.00	5,707.06		7,760.18
Animal Control Dept. Gift	Animal Contr. Officer	766.00	75.00			841.00
Buy-a-Brick Technology	Elementary School	166.46				166.46
Boxford Elementary School Gift	Elementary School	-	758.20	461.80		296.40
Council on Aging Donations	Council on Aging	4,883.23	7,211.40	3,386.92		8,707.71
Library Equipment Donation	Library	112.41				112.41
Memorial Gifts to Library	Library	14,421.66	16,112.34	14,968.62		15,565.38
<u>Gift Fund Sub-total</u>		\$ 35,008.41	\$ 41,410.94	\$ 34,579.81		\$ 41,839.54

<u>FUND NAME</u>	<u>RESPONSIBLE</u>	<u>BALANCE</u>	<u>RECEIPTS</u>	<u>PAYMENTS</u>	<u>ALLOCATED</u>	<u>BALANCE</u>
<u>RESTRICTED FUNDS:</u>	<u>BOARD</u>	<u>7/1/00</u>			<u>INTEREST</u>	<u>6/30/01</u>
Scholarship Fund	Scholarship Comm.	\$ 2,519.12	\$ 556.66	\$ 2,400.00	\$ 45.21	\$ 720.99
Education Fund	Scholarship Comm.	600.92	152.44		50.40	803.76
Boxford Meadows Develop. Deposit	Planning Board	13,144.67			879.38	14,024.05
Memorial Hill Developer Deposit	Planning Board	15,722.97			1,051.87	16,774.84
Arts Lottery Fund	Arts Council	1,923.20	3,300.00	2,820.00	160.77	2,563.97
Unemployment Fund	Selectmen	10,590.56	10,000.00	487.73	1,344.88	21,447.71
Stabilization Fund	Town Meeting	355,590.51	50,000.00		27,134.12	432,724.63
	Conservation					
Conservation Fund	Comm	6,089.47		2,234.07	257.93	4,113.33
Insurance Fund	Commission	32,806.70			2,194.77	35,001.47
ConsCom Development	Conservation					
Deposits	Comm	7,439.49	13,445.50	4,082.33	1,124.10	17,926.76
Road Bond Deposits--Blanch	Planning Board	5,451.53			364.71	5,816.24
Road Bond Deposits-- Messina	Planning Board	129,851.56			8,687.07	138,538.63
Consult: Planning Board/ConsCom	P/B & ConsCom	32,669.82	39,007.94	38,288.56	2,233.73	35,622.93
<u>Restricted Funds</u>						
<u>Sub-Total</u>		<u>\$ 614,400.52</u>	<u>\$ 116,462.54</u>	<u>\$ 50,312.69</u>	<u>\$ 45,528.94</u>	<u>\$ 726,079.31</u>
 EARNINGS ON INVESTMENTS			<u>\$ 53,117.97</u>	<u>\$ 53,117.97</u>		
 TOTAL FUNDS		<u>\$ 760,025.46</u>	<u>\$ 233,760.30</u>	<u>\$ 157,957.47</u>	<u>\$ 53,117.97</u>	<u>\$ 888,946.26</u>

BOARD OF COMMISSIONERS OF TRUST FUNDS

The purpose of the Board of Commissions of Trust Funds (BCTF) is to oversee the trust funds given or be quested to the Town, which are not specifically under the direction and control of other town officials or trustees. The Boxford BCTF is an elected body.

The BCTF's major activity in 2001 was, once again, the review and determination of funding awards and scholarship requests submitted to the Perley-Parkhurst-Cole Memorial Trust Fund (PPC). Disbursements for 2001 from the PPC Trust Fund are shown in detail elsewhere in this report.

Other activities by the Board included:

- Authorized expenditures from the Town Insurance Fund for repairs of lightning damage to the Cole School.
- Authorized expenditures from the Boxford Visiting Nurse Fund to VNA Care Network for services in 2001.

Citizens of Boxford who wish to make a request for consideration of use of funds controlled by this Board should contact one of the members. The Board would be pleased to answer any questions that a citizen may have regarding our activities

Samuel N. Shields, Clerk
Judith Carr, Chair
Anthony DiNanno, Commissioner
COMMISSIONERS OF TRUST FUNDS



**BOARD OF COMMISSIONERS OF TRUST FUNDS
AWARDS MADE FOR 2001 FROM
THE PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND**

Organizations:

• Boxford Boy Scouts of America Troop 51	\$1,000.00
• Boxford Cub Scout Pack 57	773.00
• Boxford Explorer Post 911	1,000.00
• Hamilton Boy Scouts of America Troop 35	768.00
• Hamilton Cadet Troop 839	250.00
• Hamilton Girl Scout Troop 770	600.00

2001 Total Payments to Scout Troops	<u>\$4,391.00</u>
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Scholarships for Masconomet (2) @ \$1,000 each	<u>\$2,000.00</u>
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Mathew M. Hamilton
Elizabeth C. Williamson

Boxford Elementary School Trust (BEST)	<u>\$2,156.00</u>
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**Eleven (11) Boxford Scholarships awarded to the following from the
Perley-Parkhurst-Cole Memorial Trust Fund in the amount of \$1,000.00 each:**

Kristin Gleason	Brent Was
Chandlee Gore	Allison Was
Katrina Pardo	Rebecca A. Guerin
Aaron deVos	Nathaniel Gori
Kristina L. Benson	Brian S. Miller
Kristin Hibner	

2001 Total Payments for Scholarships	<u>\$11,000.00</u>
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Grand Total for Awards	<u>\$19,547.00</u>
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GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

1. This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

- To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.
- To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.
- To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.
- To assist and encourage private or public organizations in the Towns of Boxford and Hamilton which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit **ONLY** children from Boxford, or Scout Troops from **BOXFORD OR HAMILTON**. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through February 29 of the award year. The Commissioners of Trust Funds will conduct interviews of all applicants through March 31, and will notify all applicants of their award status in late March and April.

Requests received after February 29 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, February 29.

4. Any request which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND

Commissioner of Trust Funds
Town Hall, 28 Middleton Road
Boxford, MA 01921



GUIDELINES FOR INDIVIDUALS

1. The sum of \$5,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:
 1. \$1,000.00 scholarships distributed to (5) students
 2. Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.
 3. Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund.
 4. Masconomet scholarships are to be distributed based on need and academic performance.
 5. All applicants **who are high school seniors at Masconomet, must apply directly to:**

MASCONOMET SCHOLARSHIP FUND
c/o Dr. Kathleen Lynch, Superintendent
Masconomet Regional District High School
Topsfield, MA 01983

A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

- High School Transcript (if you are in your first or second year of college).
- Current College Transcripts (all years)
- Breakdown of your costs for the school year
- Breakdown of your income toward college costs
- List of activities, which you have been involved with, within the Town of Boxford or at your school.

The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:
 - Leader's name, address and telephone number
 - Number of Scouts in troop
 - Number of non-Boxford resident scouts
 - Specific request for funds: include amount requested, detail of equipment, activity, reason, etc.
 - Date by which funds are needed.
2. Scout Troops are requested to apply individually.
3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.
4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Commissioner of Trust Funds
Town of Boxford



CAPITAL BUDGETING COMMITTEE

With sincere regret, we report the resignation of Bob Turner in late November. Bob had served this committee for three years, bringing with him a marvelous combination of common sense and civic knowledge. He will be missed.

This has been a watershed year for our committee. As long-time readers (all six of you) of our Annual Report you will recall, there has been an increasing level of frustration over the years with the apparent inability of the Town to truly plan ahead with regard to capital expenditures. Change has begun.

Thanks in a large part to our new Director of Finance, Gail LaPointe, the Capital Budgeting process is being reformed. We will now be considering “affordability” in addition to “need”, and BOTH considerations will determine the prioritization on our five-year schedule. This schedule will become a blueprint for what the Town really needs, as well as when we can afford to pay for these needs.

This process will further improve the cooperation among the Capital Budgeting Committee, Finance Committee, and the Board of Selectmen, and should ensure that what is presented and being recommended to Town Meeting has received more extensive scrutiny than in previous years.

As usual, given printing deadlines for the Annual Report, it is too early to present any capital needs herein. They will, as always, be an attachment to the Warrant for the Annual Town Meeting.

Peter Race, Chairman
Enid E. Thuermer, Vice Chairman
Robert W. Conroy
Joyce G. Ricklefs
Robert Turner (resigned 11/25/01)

PUBLIC SAFETY

Communications

Police

Fire

Animal Control Officer

COMMUNICATIONS DEPARTMENT

We started off the beginning of 2001 with the construction of the back-up antennae tower at the Communications. This tower now serves as the antennae site for the backup transmitter for the Police radio, as well as an additional satellite receiver location for the Police radio system ; the main transmitter for the (old but still in use) Fire Department VHF radio system, and 2 multi-channel radios that allow the Communications Center to have radio contact with most of the surrounding communities. This tower was the final large item installed as part of the new radio system that the Town approved in March of 2000. Upon completion of the tower we were then able to more adequately identify the full functionality of the new UHF radio system for the Police and Fire Departments.

One area of weakness discovered in the new radio system is the building and grounds of the Masconomet Regional School. This was somewhat anticipated in the original radio design plan but could not be fully investigated until the entire radio system was installed. In late spring of 2001 the Masconomet Building Committee approved funding for radio equipment that would be installed at the new school to provide coverage both inside and outside for the Police and Fire Departments. We are currently in the process of testing and tuning these adjunct systems so that complete coverage at the school will be provided.

At the Annual Town Meeting in May of 2001 the voters approved the purchase of 2 "control stations" for the Fire Department. These control stations allowed for the elimination of 4 phone lines which were required to connect the remote radio units at each fire station to the radio system thus eliminating the monthly cost of these phone lines. The cost of the control station units should be paid back in 2 years by these savings. The installation of these units was completed in fall of 2001.

At the Fall Town Meeting in October 2001 the voters approved additional money towards the purchase of new pagers for the Fire Department. These pagers are used by the call firefighters to alert them whenever a fire call is transmitted. The current pagers operate on the old (VHF) radio system. We anticipate the purchase of the new pagers (which operate on the new UHF system) sometime in spring of 2002.

We continue to look for ways to improve our radio system coverage, performance and quality and appreciate the input from all Departments who rely on these systems.

On December 12th, 2001 the Communications Department, along with the Police Department, moved into the new Police/Communications Building. The space that these new rooms give us is a perfect match. We were able to make the move smoothly with only a few minor problems. The new Communications room not only has ample space for all of the radio and computer equipment that has been added over the years but allows for technicians to work on the various pieces of equipment without being in the way of the dispatcher. Previously a dispatcher had to move out of the way to allow a technician to work but that meant being away from the radio and phone. The new layout also allows for 2 dispatchers to work during periods of high activity without being in the way of each other. The Communications Department would like to thank all of the townspeople who have supported this very needed new building.

Generally a single dispatcher staffs the Communications Center, however we continue to see an increase in workload throughout the years and now try to allow for 2 dispatchers to be on duty during times of peak activity. These times include: high call volume times during burning season, Commercial Vehicle Enforcement activities by the Police Department, and other times such as major storms when we can anticipate high levels of activity. As a dispatcher working alone during an emergency we are always aware that the next call we take may be another emergency, therefore we must always be able to handle every incoming call (phone or radio) in a prompt fashion regardless. This is the primary reason why having 2 dispatchers on duty is needed in more and more circumstances.

The Communications Department would like to remind ALL RESIDENTS to please POST YOUR HOUSE NUMBER in a manner that is visible day or night to any responding emergency units regardless of what direction they may be coming from. A quick test to determine what is and is not visible is to drive down your street and see if you can easily identify each of your neighbors street numbers and compare them with your own. This is vitally important to your safety and the safety of everyone in your house.

We would also like to encourage every resident who has an alarm system to provide a list of contact #'s to the Communications Department in the event that we need to reach you regarding any emergency situation that may arise at your home. Alarm update forms can be picked up at the Communications Center on any day of the week at any time. Information provided is used solely by the Communications Department in assisting the Police, Fire and other Public Safety agencies in town during emergencies.

Residents are also encouraged to verify with the Communications Department that the information contained in the state E911 database is correct. To do this, call the Communications Department any time, day or night, at 978-887-8136, and advise the dispatcher that you would like to conduct a 911 test to verify the correct information for your residence. Provided that dispatcher is not busy with an emergency call, you will be instructed to hang up the phone, then to dial 911 and stay on the line until the dispatcher answers, you should then give your correct name, address and phone # to the dispatcher so they may verify the information that is displayed at the Communications Center. This should be done for every phone # that you have (not including cell. phones), especially if you have a home office, in-law apartment or any other phone line that goes to a specific location in your home (or other building on your property). If you have any questions, please do not hesitate to call.

As a reminder, 911 is only to be used for an emergency situation. An emergency, as defined by the State 911 Office, is any situation where your call would "SAVE A LIFE, STOP A CRIME, REPORT A FIRE" or for testing purposes as defined above.

I would like to thank all the town departments for their assistance and cooperation throughout the year. I would like to especially thank the Police, Fire, Highway and Animal Control Departments with whom we work together on a regular basis in serving the residents of Boxford.

Dispatchers employed during the year 2000 are as follows: John Bain, Wendy Charest, Peter Cheverie, Tyler Dechene, Ron Dole, Suzanne Dullea, Kara Fitzpatrick, Barbara French, David Irvine, Paula French-MacDonald, Brian Neeley, Steve Oldakowski, Kathleen Zolla.

I would like to welcome our newest dispatchers for the year: Brian Neeley, Suzanne Dullea and Peter Cheverie.

We also accepted the resignation of David Irvine who is currently employed as a full time dispatcher in the Town of Ipswich and a reserve Police Officer there as well, and Steve Oldakowski who is continuing his education as a Criminal Justice major at University of Massachusetts, Lowell. We also have 3 dispatchers in training at the end of 2001, they are Matt Newman, Carrie Kenney and Jim Houlihan.

Warren Gould
Acting Director of Communications

Communications Department Statistics for the year 2001:

Alarm Statistics					
Called in by:	Burglary	Fire	Equipment Failure	Operator Error – Billed	True Burglary/Fire
Phone	679	95	76	195	50
Keltron Board	73	20	17	8	1
TOTALS	752	115	93	203	51

Phone									
	Police	Fire	DPW	Communications	Tow	Ambulance	Animal Control	Walk-in	Total
Incoming	17135	5141	641	1723	96	53	3424	3414	31627
Outgoing	3427	3419	211	862	272	257	1709		10157
TOTAL S	20562	8560	852	2585	368	310	5133	3414	41784

Ambulance Calls									
	Lyons	AMR	Middleton	North Andover	Med Flight	Cruiser	Action	TOTAL ALL	Cancel/ No transport
Total each	186	54	12	2	1	1	1	257	60

Towing					
	Scotty's	Trombly's	Other	TOTAL	Cancelled
Total each	186	80	6	272	11

BOXFORD POLICE DEPARTMENT

The past year, 2001, marked a major improvement in policing for the Town of Boxford as the ground breaking for the new Boxford Police and Communication Facility started in January. The first phase was started and completed within the year and we are moved into the newly built administration and communication section of the project as the work continues to renovate the former police station to complete phase two. The total project will comply with all current state and federal mandates and will serve the community for many years to come. The Boxford Police Station Building Committee is to be highly commended for the hard work and dedication given to this endeavor. The project is on schedule for completion in April 2002.

The Police Department's activity continued to increase as our community continues to grow. As this growth occurs, the quality of services provided by the Boxford Police Department cannot diminish. To maintain and to enhance the quality of life enjoyed by the community, the Police Department was able to secure several grants to help us reach our set goals.

The Department was awarded, \$23,750 in a Community Policing Grant from the Executive Office of Public Safety. This grant in part, helps fund our Commercial Vehicle Enforcement Unit. This two officer unit performs specialized enforcement directed at citing unsafe and overweight trucks operating on our roadways. Officers Thomas Nentwig and Brian Williams are the team mates who head up this important highway safety program.

The Governor's Alliance against Drugs awarded a grant in the amount of \$9,700, to help us continue the Drug Abuse Resistance Education Program (DARE) in our elementary schools. Officer Susan Longo, our DARE Officer works with the fifth and sixth grade students at the Spofford Pond School in this valuable program.

An \$8,171 grant was received through the Violence against Women Act (VAWA). This grant allows the Boxford Police Domestic Violence Unit to continue necessary intervention services in domestic abuse situations. Lieutenant Paul Bates leads this unit comprised of Officers John Iannazzo, James Riter, and Susan Longo. These officers receive specialized extensive training. A member of this unit is always available should intervention be necessary.

A technology grant was awarded for Computer Systems Improvement in the amount of \$30,000. Lieutenant Paul Bates, our systems manager, wrote this grant. This grant allows us to keep pace with rapidly emerging police computer technologies.

Officer Kara Fitzpatrick was appointed to fill the vacancy created by the medical retirement of William "Greg" DeCoff. Garret Barber was appointed as a reserve officer replacing Officer Scott Frost who resigned.

Officer James Riter continues in the role of Juvenile Officer and School Resource Officer working closely with District Attorney Kevin Burke's office in administrating the Juvenile and Youthful Offender Diversion Programs. Officer Peter Orlando continues as Elder Services

Officer working with the Department of Elder Services, the Boxford Council on Aging, and the seniors in the community, as well as serving as the Department's Crime Prevention Officer with certifications from the Massachusetts Criminal Justice Training Council in the areas of home security and crime control and prevention.

As Chief of Police, I extend my appreciation to the residents of Boxford, the Board of Selectmen and all other town boards, committees and departments for their continuing support and cooperation.

Gordon A. Russell
Chief of Police



2001 POLICE DEPARTMENT ACTIVITY

INCIDENT TYPE		JAN.	FEB.	MARCH	APRIL	MAY	JUNE	JULY	AUG.	SEPT	OCT.	NOV.	DEC.	TOTALS
A04	AGGRAVATED ASSAULT						1							1
A05	HOUSEBREAK	1	1					1		1	3			7
A07	LARCENY	2	3	2	3	6	4	3	3	5	6	1		38
A07	MOTOR VEHICLE THEFT		1		1							1		3
A08	NON AGGRAVATED ASSAULT		1	1						2		2	1	7
A11	FRAUD			1	1	2	1		4					9
A13	STOLEN PROPERTY	2			2	2	5	4	2	2	2	2	2	25
A14	VANDALISM	5	9	1	11	17	18	21	18	7	29	21	17	174
A15	WEAPON VIOLATION										1		1	2
A17	SEX OFFENSES	1												1
A18	DRUG VIOLATION		2				1							3
A21	O.U.L.L.	1									2	1	1	5
A22	LIQUOR VIOLATION				1	1								2
A29	RUNAWAY		1											1
A30	REPOSSESSED M.V.	1		1							1	3		6
A31	TRESPASS	1		1				2	2		2			15
A32	CIVIL COMPLAINT	1									1	1	1	4
A34	THREAT/HARRASS	1	1	7	1	3	2	1	1	3	3	4	3	30
A35	WARRANT ARREST								1		3			4
A36	SUMMONS/209A	4	9	5	10	6	2	1	2		2	3	2	46
A37	LOCAL ORDINANCE	1		1	8	6	6	12	5	7	8	4	1	59
A38	MISSING PERSON	2				1	3	2		4	1	1	2	16
A39	LOST/FOUND PROPERTY	1	5	6	3	8	6	6	9	1	5	2	4	56
A40	DISTURBANCE-GENERAL		1	1	1	1	3		2	1	1	1	6	18
A41	DOMESTIC	3	1	2	2	3	5	2	2	4	2	1	2	29
A42	DISTURBANCE-GATHERING	1						2		3	2	2		10
A43	DISTURBANCE-GUEST							1						1
A44	DISTURBANCE-SCHOOL	1									1			2
A45	NOISE COMPLAINT		2	1	1		7	16	7	10	2	2	6	54
A46	PHONE CALLS	8	4	2	4	2	1	2	2	3	2	2	3	35
A47	SUSPICIOUS ACTIVITY	17	24	20	9	27	29	28	30	30	42	32	38	326
A48	PROWLER		1					1		1		1	1	5
A49	LITTERING	1	1	1		2	1	3		3	2		2	16
A50	GENERAL SERVICE	13	14	40	11	12	16	11	14	1	2	3	6	143
A51	OFFICER WANTED	16	8	13	19	12	20	24	26	14	6	8	6	172
A52	ESCORT	2	1		1	1								5
A53	PRISONER TRANSPORT				1			1			2			4
A54	ASSIST PERSON	1	2	2	3		5	2	2	6	9	2	4	38
A55	PROPERTY CHECK	26	24	25	46	41	55	39	49	20	36	25	32	418
A56	MESSAGE DELIVERY	1	1	1	3	1	2	4	1	1	3	2	2	22
A57	ANIMAL COMPLAINT	9	20	9	11	7	14	14	11	16	16	3	11	141
A58	ASSIST AGENCY	5	5	10	4	6	5	3	2	1		3	1	45
A59	ASSIST D.M.V.	24	26	38	15	21	20	20	21	20	16	20	20	261
A60	SUICIDE			1										1
A61	PSYCHOLOGICAL AIDE		1		3	1	1			1		4	1	12
A62	MEDICAL AIDE	20	13	15	19	22	19	10	11	24	21	17	18	209
A63	REPORTED DEATH											1		1
A64	OPERATION CONCERN	1	7	2		2	5			3	6	3	1	30
A65	PROTECTIVE CUSTODY								1	1				2
A66	FIRE CALL	20	28	71	50	29	26	21	26	22	27	31	28	379
A67	BURGLAR ALARM	45	52	79	36	59	67	76	69	62	64	58	47	714
A69	ASSIST OTHER P.D.	2	8	4	3	8	5	8	5	7	9	4	7	70
A70	TRAFFIC/M.V. COMPLAINT	90	103	117	174	169	138	174	156	138	146	167	111	1683
	COMMERCIAL VEHICLE STOPS	18	13		36	35	20	1	15	23	12	33	27	233
	ARREST	1	0	1	1	2	1	0	2	2	4	1	3	18
	COMPLAINT	13	23	20	135	145	90	108	104	107	97	130	99	1071
	WARNING	22	28	24	27	25	29	26	25	21	22	30	16	295
	VERBAL WARNING	72	65	72	47	32	38	41	40	31	35	39	20	532
A71	USING W/O AUTHORITY		1											1
A73	SPEEDING COMPLAINT	1			1	3	2	1			1			9
A75	P.I. ACCIDENT		2	2	3		6	4		1	2		1	26
A76	NON P.I. ACCIDENT	30	20	24	8	5	3	8	9	10	15	7	17	156
A77	TRAFFIC/PARKING	19	14	24	15	27	19	28	21	28	36	21	20	272
A80	ABANDONED 911	5	1	3	5	6	6	10	5	11	8	9	14	83
A89	TREES/WIRES/ETC.	1	28	59	2	3	4	9	4	4	8	4	2	128
A97	RECOVERED STOLEN M.V.		1											1

BOXFORD FIRE DEPARTMENT

The Boxford fire department experienced its busiest year to date totaling 681 incidents of which 328 were emergency medical related calls.

January 9, 2001 a new 2500-gallon pumper/tanker (engine 4) built by Central States Fire Apparatus Co., Lyons South Dakota was completed. On January 13th the vehicle arrived in Boxford, training was completed, and the vehicle was placed into service responding to emergency calls out of the East Fire station.

The fire department acquired one new member this year. Firefighter Peter Cheverie completed his training program, and was accepted as a member of the call fire department on May 13, 2001

HONORING OUR OWN

A brief but significant ceremony took place at the West Boxford Fire Station on September 10th, as the Commonwealth of Massachusetts honored some of Boxford's firefighters for their years of dedicated service to the town. Selectmen Chair Neil Olansky presented certificates to the following:

- Chief Peter C. Perkins for Forty Years served.
- Captain Albert Beardsley for Thirty-Five years served.
- Deputy Chief Bankson C. Riter for Thirty years served.
- Captain Kerry Stickney for Twenty-Five years served.
- Lt. Shawn Stickney for Twenty-Five years served.
- F/F Robert Corthell for Twenty years served.
- F/F Alan Gould for Twenty years served.
- F/F Warren Gould for Twenty years served.
- F/F Alexander Lucey for Twenty years served.
- Lt. James Nason for Twenty years served.
- F/F Roy Skinner for Twenty years Served.

During this years special town meeting held October 23rd at the Spofford Pond School the townspeople voted to approve the purchase of a new Fire Pumper to replace a 26-year-old Pumper. The new Pumper is expected to be complete during the summer of 2002, and will be housed at the West Fire station.

Training

Training Director, Captain Albert Beardsley

2001 was a year of unprecedented changes to individuals and to the fire department. As we began our training year in January who could have predicted just how important the role of training would play. The purpose of a training unit in any company or organization is to prepare individuals and the organization for change. In the fire service we are introduced to change on a regular basis and 2001 was no different but nobody could predict the drama or scope we could experience. In early 2001 the BFD introduced a concept the fire service began utilizing in 2000 know as "Firefighter Safety and Survival". Throughout our training over the years we always stressed and trained on providing services to the victims, the public at large and gave little thought to our own safety and survival.

Throughout 2001 we trained on subjects like Emergency Vehicles Operations, firefighter entrapment survival, firefighting operations in multiple story structures and most recently, all members were trained on the incident command system (ICS). The ICS allows for a unified management structure at all fire and emergency medical scenes thus permitting for better accountability of personnel at a scene. In addition, members participated in advanced training classes given by the Department of Fire Services in Stow, Ma. On subjects such as structural firefighting flashover recognition, firefighter 1A, fire alarm & communication and flammable gas firefighting. During November 29 members of the fire department were issued certificates in recognition of completion of the suspicious envelope evaluation program.

One member Captain Albert Beardsley completed an eleven-week course receiving a certificate as a certified Chief Fire Officer on May 17, 2001. Change and training work side by side and will continue to do so in the future allowing us to be better prepared to handle any kind of incident bringing our firefighters home safely.

E.M.S. Training

E.M.S. Director, Deputy Chief Bankson Riter, Jr.

The Boxford Fire Department responded to 272 medical calls in 2001 representing 40% of all fire department calls for the year. The calls included 216 medical calls, 46 motor vehicle accidents and 10 carbon monoxide calls. Fire Fighter Greg West instructed an Emergency Medical Technician class with 17 students including 5 Boxford Fire Fighters. We now have 19 EMT'S on the department. During 2001 we conducted a number of training classes related to terrorism and biological hazards. Our department is prepared to recognize a potential weapons or biological incident. We are trained in how to manage the situation and how to access state and federal resources as necessary. Boxford is now the town responsible for any incident at Masconomet. We worked closely with the Masco administration, Topsfield and Middleton Fire department and Lyons Ambulance in planning responses to any medical emergency. Our plans include school evacuation, safe removal of handicapped individuals and resources available for any type of large incident

Explorer Post 911

The Boxford Fire Department continues to support and sponsor Post 911, Fire/Rescue Explorers, under the direction of Fire fighter Michael Powers and assisted by Tyler Dechene and Peter Cheverie. The objective is to provide teenagers between the ages of 15 and 18 with an opportunity to learn and work as a team to develop leadership skills. The goal is to prepare participants to become permanent members of the Boxford Fire Department and in turn become more involved with their community. If you would like more information on this valuable program, please call 978-887-5725.

Boxford Fire/Rescue Explorers

Post 911

2001 Roster

Chief: Canonica, Daniel
Deputy Chief: Brown, Matthew
Captain: Ristuccia, Daniel
Captain: O'Brien, Pat
Lieutenant: Nutter, Jamie
Lieutenant: Ristuccia, James



Explorers:

Brown, Andrew
Dechene, Brooke
Fisher, Bobbie
Giebel, Lauren
Greenler, Matthew
Hallworth, Eric
Hallworth, Lauren
Ruggiero, Jimmy

Hertel, Gregory
Maloney, James
Newman, Matthew
Pescatore, Alana
Shea, Ian
Silvestri, Adam
Smallman, Christy
Wall, Nicholas

FIRE PREVENTION

Smoke Detectors Save Lives

Proper placement of smoke detectors is proving its value for quick notification and response in fire and life safety in the community. If your home does not have smoke detectors, or you have any questions regarding their proper placement or operation, you may contact our Fire Prevention unit at 978-887-5725. We would be pleased to answer any questions you might have, including placement of carbon monoxide detectors.

S.A.F.E. Grant

Much time and effort has been put into our Fire Prevention Program for children this year, and many children's groups visited the fire stations for safety demonstrations and fire prevention tips. The Boxford Fire Department applied for and was the recipient of a state grant in the amount of \$2006.59 from the Student Awareness of Fire Education (S.A.F.E.) Program. The S.A.F.E.

Program is a fire prevention education program designed to equip elementary, intermediate, and high school students with skills for recognizing the dangers of fire, specifically, the HEALTH & FIRE HAZARD smoking-related materials pose. The program utilizes specially trained firefighters to teach fire and life safety education. Many of the fire fighters are trained emergency medical technicians who have seen the catastrophic health effects of smoking-induced illnesses. This program also seeks to reduce tobacco consumption by educating our community about the fire and health hazards of smoking-related materials. With the additional funding that the S.A.F.E. grant provides, we hope to play a significant role with regards to the prevention of fire through such efforts as broadening public awareness of fire hazards and the enforcement of state laws, including those that regulate the use, sale, and storage of smoking-related materials.

Boxford Firefighters Gift Fund

The Boxford Fire Department, through the Boxford Firefighters Gift Fund, was the recipient many memorial gifts in 2001. We continued to receive gifts donated in the memory of family members and friends. These funds, along with other generous gifts donated throughout the year, allow us to purchase life saving medical and fire fighting equipment not usually covered in our annual budget. Donations to the Boxford Fire fighters Gift Fund are always welcome and appreciated, as the ultimate beneficiaries are the residents of Boxford.

Open House

The Boxford Fire Department hosted its 8th annual open house on Saturday October 13, from 10 a.m. to 2 p.m. at the west Boxford Fire station. The events included automobile extrication drills utilizing the “Jaws of life” rescue tools, fire truck displays, free blood pressure screenings and photo buttons for the children. There were also smoke drills and demonstrations in the S.A.F.E (student awareness of fire education) house and refreshments were served. This free annual event continues to draw increasing numbers of attendees and is a great opportunity for residents to learn about fire and life safety. It also serves as a recruitment resource for individuals interested in learning more about becoming members of the Boxford call Fire Department. **If you are a Boxford resident interested in becoming a member, or would like to learn more about the call department, you are encouraged to attend the open house event or contact Chief Perkins at Boxford Fire Headquarters (978) 887-5725.**

Prevention Statistics:

1. Number and Type of Inspections Performed:

Oil Burner/Oil Tanks	64
Propane Tanks	22
Smoke/Heat Detectors	148
Underground Storage Tank Removal	12
Above Ground Tank Removal	7
Other	6

2. Number of Smoke/Heat Detector Permits Issued for New Construction and/or Renovation

53

3. Number and Type of Field Inspections of Public and Commercial Buildings:

Summer Camps	5
Kennels	2
Commercial	12
Churches	4
Municipal	11
Schools	30
Miscellaneous	13

4. Fire Reports Issued:

Burned Car/Truck Reports	7
Insurance Company Requests	10

5. Fees Collected

Burning Permits (1,270 permits)	\$12,739.00
Blasting Permits (3 permits)	\$150.00
Smoke Detector Permits:	
New Homes/Additions and Fire Prevention Inspection Fees	\$6,030.00

<u>Total Fees Collected</u>	<u>\$18,919.00</u>
------------------------------------	---------------------------

<u>TYPE OF ALARM</u>	<u>COUNT</u>	<u>PERCENT</u>
1.still	1	0.14%
2.structural	1	0.14%
3.electrical – inside	12	1.76%
4.electrical – outside	21	3.08%
5.heating	10	1.46%
6.appliance	8	1.17%
7.cooking	13	1.90%
8.vehical fire	17	2.49%
9.vehicle accident	46	6.75%
10.chimney	2	0.29%
11.co detector alarm	10	1.46%
12.brush, grass, woods	53	7.78%
13.investigation-smoke in house	6	0.88%
14.investigation-smoke in area	16	2.34%
15.investigation-other	41	6.02%
16.false alarm-home	82	12.04%
17.false alarm-school	21	3.08%
18.false alarm-other	18	2.64%
19.mutal aid	21	3.08%
20.medical aid	216	31.71%
21.cellar pumping	49	7.19%
22.miscellaneous	17	2.49%
TOTAL INCIDENT COUNT:	681	

BOXFORD FIRE DEPARTMENT PERSONNEL

CHIEF

Perkins, Peter C.

DEPUTY CHIEF

Riter, Ted

CAPTAINS

Beardsley, Al
Stickney, Kerry
Nason, James
Salie, William
Stickney, Shawn

LIEUTENANTS

Hertel, Richard
Lavery, Edward

FIREFIGHTERS

East Station

Carnevale, David
Cheverie, Peter
Dechene, Tyler
Ferraro, Michael
Fleck, Joy RESIGNED
Foster, Kevin
Foster, Scott LOA
Gould, Warren
Kanter, Donald
King, Steven
Perkins, Justin LOA
Skinner, Roy
Smallman, Kyle
Stickney, Scott
Stickney, Seth (Resigned)
Stickney, Steve
Zolla, Kathy

West Station

Beardsley, Gregory
Bissell, Mark
Campbell, Steve
Campbell, Susan
Corthell, Robert
Gould, Alan
Klinger, Bruce
Lucey, Al
Madden, Michael
Madden, Wendy
Powers, Mike
Prescott-Hopping, Lynne
Salie, William

The Fire Department appreciates the support of all Town Boards, Communications, Inspectional, Police and Department of public works. I especially want to thank the fire Fighters, particularly the officers, for their endless dedication. These are the people who make our department the best in the area.

Peter C. Perkins, Fire Chief

BOXFORD ANIMAL CONTROL

Rabies submittals by the Town of Boxford for the period ending 12/31/01 totaled 14 with 4 positive cases: 2 Raccoons and 2 Bats. Statewide for the same period the total Positive Rabies cases were 280 out of 3,345 various animals tested. Essex County tested 434 with 36 Positive for Rabies. The breakdown was 5 Bats, 1 Cat, 11 Raccoons, 18 Skunks and 1 Rodent.

The above statistics still reflect a significant number of rabid events. They once again reinforce my annual caveat to residents to continue the pursuit of diligent defensive behaviors to protect pets and family members through preventative vaccines, intelligent supervision and/or management of all household animal species and general awareness and observation of any encounters with animals either domestic or wild, which may enter your particular environment.

Two types of animals and their related behaviors, which elicit the most calls over a given period, are bats and Fisher cats. Bats, because they invade our homes in a somewhat insidious manner, silently swooping and diving throughout interior spaces, and with their attendant historic attachments to things haunted or horrific, cause the most panic responses when confronted. Although entry into homes is usually just a mistake, the need to address their "invasion" properly is highly important.

According to state Public Health Guidelines, bats which are found inside the home after a period of time with the resident having no knowledge of how and when they entered or the areas of the home they have ventured through, should not be released. Animal Control should be contacted and test these specimens for potential Rabies exposure. Particular caution should be exercised if these animals are found in the sleeping areas of young children or infants, inasmuch as bat Rabies fatalities are found in postmortem blood tests, often of children/infants who were unknowingly bitten and infected while sleeping. Household pets could also have been bitten under the same circumstances, and cats enjoy leaping and attempting to pull bats out of the air as they fly through a home, potentially exaggerating their chances of exposure.... Therefore, vaccinate, vaccinate, vaccinate!! And let's lose that mantra, "but he never goes out of the house", an excuse for not vaccinating! Careful homeowners can release bats if they are seen flying into the residence such as when opening a slider or coming through a garage or open window. Protective gloves, a net or towel as tools and some intestinal fortitude can forestall hours of searching when these creatures decide to hide in a crevice or behind a curtain or bureau or in a clothes closet.

If an exposure does in fact occur and a bat tests positive, there is help readily available. Physicians can administer a series of post-exposure shots using Human Immune Globulin and Rabies vaccine. We are still encountering the old time mythology of the huge needles painfully given in the abdomen as Rabies treatment, when in fact the discomfort is minimal; more akin to a series of shots with a diabetic size needle given in the hip and sometimes around the bite site and/or arm. Some minor reactions including slight burning or swelling at injection sites, reports of headaches, etc. which are usually easily physician manageable are sometimes reported, but as the saying goes, "it beats the alternative", which with untreated Rabies is 100% fatality! Up to

date vaccinated animals will receive one booster shot by your veterinarian and be observed for a quarantine period. There is virtually no failure rate with properly timed and administered post-exposure prophylaxis.

Fisher cats are also high on the most frequently queried list. The Police Department fields and also refers many calls of sightings and many anxious calls as to what to do with these interesting predators. Fisher cats are a member of the weasel family, usually dark mink brown resembling a large hump backed ferret with a long furry tail totaling 2-3 feet in overall length. Color variations ranging slightly lighter or mixed with silver hairs are sometimes seen. Many have a large white “shield” under the throat area and along the underbelly. They are highly skilled killers of almost any small domestic prey or wildlife and incredibly adaptable. They will eat almost anything, including carrion to survive. Sadly, they enjoy killing domestic cats, and countless call a year revolve around what to do to prevent this. There is only one succinct answer – keep cats indoors!! These are Federally protected wildlife and Animal Control cannot intervene except in cases of direct attack or to euthanize sick or injured individuals. You may contact Fisheries and Wildlife for regulations on the permitted trapping season and the licenses and conditions, which pertain to these creatures. They are currently one species, which is having a major increase in population even in spite of Rabies...we have yet to see an incidence of Rabies in a Fisher cat locally. The unbelievable building surge in Boxford has to be the catalyst for the multiple sightings we are experiencing, driving them out of their former deep woods habitat. Years ago it was a rare event to ever catch a view of one. Additionally, as mentioned, they are extremely adaptive, have few enemies foolish enough to tackle their vicious temperament and have become emboldened by their success. Fortunately, thus far, they seem to have no interest in aggressing humans and will cede right of way to anyone who gets too close. Any individual Fisher who would challenge a human would probably be a good candidate to be considered potentially rabid and should be reported to Animal Control or Fisheries and Wildlife immediately.

Another animal who causes consternation locally is the beaver, Animal Control, again, has no authority to deal with these creatures except humane intervention if they are sick or injured. Questions and/or problems or trapping regulations, etc. should be pursued through Fisheries and Wildlife personnel.

A final sad phenomenon, which seems to be slightly on the increase is the occurrence of “dumped” or abandoned animals in our area. There are always the ongoing feral kittens found everywhere from woodpiles to outbuildings, but we are seeing more dogs. This year saw three such cases, one of which was a truly horrific medical condition involving open tumors. While we intervened as best we could initially, our consulting veterinary Authority, through testing, determined that the animal could not be saved. Our other cases resulted in much happier endings with good adoptions. This in no way excuses the careless disregard, or “gutless” behavior, which resulted in these animals being left to fend for themselves along our non-too-safe busy roadsides.

Fortunately, we seem to have many good Samaritans who perhaps sometimes inadvisably risk their own safety to pick up loose dogs along our roads, hold them or ferry them to either our participating kennel (Weloset/Best Friends) on Rte 97, or drive them to our Police Station on

Ipswich Road where Animal Control can assume responsibility for them. The sense of loss and devastation on the part of many of these animals is tragic to witness. In the kennel, no matter how compassionate the staff and how adequate the care, they are constantly looking for their owner to return for them, ...some, so much so that they quickly become kennel sour and risk becoming unacceptable candidates for adoption. Imagine, being left without any sense of familiarity and having strange people speaking to you without even the comfort of knowing your call name! We are legally required to hold for 10 days, but after that time it may take many weeks to find just that right adoptive owner. Older animals with medical conditions are difficult because we must start from zero and rely on good veterinary diagnostics to help us unravel whatever is wrong with them, losing precious time if they were in fact on medications of some sort. It is hardly an original thought, but this “disposable society” is wreaking terrible emotional havoc on some usually very adoptable animals. It seems that the former owners who never respond to our ads placed in local papers, could have made a better effort to place these unlucky blameless creatures! Another facet of abandonment, all too prevalent, is the apparent penchant for not following up on missing cats. Every year we pick up and place in the holding freezer, the bodies of many road-killed fat, well-fed collared cats which are never claimed or called in to be recorded at the Police Department. Why do people consider cats so expendable or so unworthy of being claimed and properly buried like other family pets!

In other matters – we have had a highly successful year in settling several neighborhood issues over trespassing dogs, unrestrained dogs and various doggy infractions. Largely, the success has been the result of responsible intelligent give and take between parties which we have pleaded for in the past. It is truly wonderful when it works! We have only one truly egregious case outstanding which resists resolution for now.

Thanks to Boxford Communications personnel for all their detailed record-keeping and the Police Officers who often go out of their way to assist with animal issues or who provide us security and back-up. Thanks to Weloset/Best Friends for a compassionate, caring staff and the use of their facility. Appreciation to Water’s Edge Hospital, Groveland who handles most of our first intervention medical care and Boxford cat and kitten placements, as well as our Rabies Testing preparations. Also appreciation extends to the Asst. Animal Control officer Reed Wilson for his efforts.

Helen L. Phillips
Animal Control Officer



EDUCATION REPORTS

Trustees of the Boxford Town Libraries

Elementary School Report

Mrs. Griffin Trust Fund

School Building Committee

Masconomet Regional District High School

North Shore Regional Vocational School Committee

BOXFORD TOWN LIBRARIES



10 Elm Street
Boxford, MA 01921
978-887-7323
Fax: 978-887-6352



188 Washington Street
West Boxford, MA 01921
978-352-7323
Fax: 978-352-7323

LIBRARY TRUSTEES REPORT

Trustees:

Linda Sivak, Co-chairman	Term expires 2003
Ben Messenger, Co-chairman	Term expires 2002
Susan Knowles, Secretary	Term expires 2003
Denise Ferris	Term expires 2003
Jeanette Glesmann	Term expires 2002
Christine MacNeill	Term expires 2002
Richard Price	Term expires 2002
Beth Ripp	Term expires 2004
Lisa Teichner	Term expires 2004

Library Director - Adele McConaghy

Assistant Director - Jan Dempsey

Children's Librarian - Josh Kennedy

The library Board of Trustees is a group of nine citizen volunteers to whom the governing of our public libraries is entrusted. We, as elected board members, are library advocates and leaders in developing service willingly, responsibly, and creatively for all members of the public. The Trustees accepted the resignation of Helen Millstein who served the board for many years. Selectmen appointed Christine MacNeill to fill out the term until the next election. At Town Meeting, Susan Knowles, then vice-chairman, presented a warrant article that called for a 3 percent raise for all non-union employees. She successfully convinced Town Meeting members to vote for this warrant article. We congratulate Mrs. Knowles for being labor sensitive and concerned for people who work hard in town offices and departments throughout the year. We are delighted to acknowledge the three staff members who continue to enhance the library because they have earned masters degrees in library science; Director Adele McConaghy and Children's Librarian Josh Kennedy have had them for several years. We congratulate Assistant Director Jan Dempsey for receiving her masters degree in library science from the University of Rhode Island in 2001. Another staff member is in the process of earning her masters degree in library science at Simmons College and various staff members have participated in workshops and seminars to keep up with the ever-changing technology in library science.

Buildings and Grounds

In November, the trustees approved emergency replacement of two furnaces at Boxford Village Library. The grounds at both libraries reflect warmth and charm due to the dedication of the Boxford Village Garden Club. The libraries feature imaginative and creative arrangements made by club members every week. We receive many compliments on the colorful and unique arrangements. Handmade holiday wreaths grace the library doors each winter. This, too, represents the generosity of the Garden Club and its members.

Children's Activities

This year's summer reading theme was "First of all, read." Boxford's young readers decorated the walls with blue ribbons for each book they read, over 1,000 books! The library was pleased to offer many special events in the summertime sponsored by the Friends of the Library and the Massachusetts Cultural Council. These included storyteller, Diane Edgecomb and Tony Toledo as well as a Science Magic show from the Museum of Science in Boston. "Celebrate Reading" a program sponsored by the Friends of Boxford Libraries and the Boxford elementary schools, is one of the most exciting programs the library has ever sponsored. Children record the hours they read each week and work towards a monthly goal. When they achieve the goal, they come to either library and request the special key that opens the Treasure Chest. The children are then allowed to choose a book or school supplies as a reward for their perseverance. The program brings delighted children to the libraries and enhances reading skills. On Saturday, October 27th, the elementary school children of Boxford decorated the Boxford Library grounds with their very own Scarecrow Creation which coincided with our successful Halloween party. These creations were featured in our local newspaper. Susan Price donated hay bales and cornstalks and Bill Paisley donated cornstalks and pumpkins to enhance our grounds. Children's Librarian Josh Kennedy continues his three weekly pre-school story hours featuring music and his unique and popular puppet friends. The story times include handmade crafts that relate to the stories and refreshments. The Tiny Bookworms Program for children aged three and under continues to be a very successful forum for parents and their little ones. The hour includes nursery rhymes, stories, marching and dancing, finger plays, and singing. Leader Cheryl Mallory continues to inspire parents to return. Many playgroups have resulted from this well-loved program. The Friends of Boxford Libraries provide professional performers for programs throughout the year, the summer reading program and holiday parties. Included is a Halloween parade and costume party, a Spring Egg Hunt, and a holiday party that includes Santa Claus and Bill and Bob, singers who lead the group in popular songs. These programs are well attended and appreciated by families and reflect our libraries in the community. Mr. Kennedy also provides Explore-a-Story groups, for Kindergarten through second grade, Cartooning, and Poetry classes for school age children. In addition, the children's librarian visits Cole School and provides a story hour there. A baby-sitting class for young adults was offered at the library under the auspices of Beverly Hospital. Participants earned certification. The libraries' Annual Fourth of July float created by Trustee Ben Messenger won a trophy and was enthusiastically received.

Adult Activities

One of the goals of the libraries is to serve as a cultural center for the town. The monthly art exhibits, coordinated by Kathy Kinney, provide a forum for local artists who work in various media including watercolors, oils, photography and sculpture. Susan Daley presents museum quality exhibits in the glass cases at both libraries. Her works attract children as well as adults

who enthusiastically await each new exhibit. She coordinates seasonal and timely themes to express nostalgia such as holidays of the past and popular themes such as dinosaurs. We congratulate Mrs. Kinney and Mrs. Daley for making both libraries exciting places to visit. Adult programs include evenings with authors such as Joseph Hurka, author of *Fields of Light*, who wrote an historical novel about his father's imprisonment in Czechoslovakia. A Book Discussion Group led by Marsha Erkson meets monthly at the West Boxford Library. We congratulate Mrs. Erkson for reviving the tradition. Richard Blain of North Andover presented a program on fund-raising that was well attended by people associated with non-profit organizations. John Plate, a member of the North Shore United Nations Club, offered a timely program on terrorism after the September 11 attacks on America. Of note were a well-researched bibliography, a list of web sites, and several professional handouts. Martha Clark and Brenda Stickney did a presentation for their new book entitled *Images of America: Boxford*. We have two autographed copies at the library, one in reference and one that circulates.

Information Technology

Boxford libraries are members of the Merrimack Valley Library Consortium, which introduced Epixtech's Horizon Software, a new online catalogue this year. It allows patrons to place reserves and search the holdings of all libraries in the consortium. Two thousand and one was the first full year the libraries used the new computer system that includes technology for all aspects of library services -- circulation, acquisitions, reference, online databases, and full text articles and abstracts for periodicals and serials. We want to congratulate staff members for attending numerous workshops to learn the new computer system. David Manzi, from the town's Technology Committee, was incredibly helpful in supporting us as we purchased new technological equipment for the libraries.

Grants

Adele McConaghy serves on the board of the Early Childhood Committee, a tri-town association that develops services for parents. The libraries received a collection of parenting books, audio books, and videos to meet the needs of the town's growing number of young parents. Director Adele McConaghy wrote a grant for the Massachusetts Foundation For the Humanities. It provided scholars who led five programs entitled "The Ends of Civilization: Taking Stock of the Eve of the Millennium." Each lecture was well attended and well received. The Library Incentive Grant - the State of Massachusetts Board of Library Commissioners awards Municipal Equalization Grant (LIG-MEG). The libraries received approximately \$10,000 to supplement the library budget. It is to be used at the discretion of the board of trustees for things not appropriated on the town budget such as shelving and furniture. A \$600 grant from the Northeast Regional Library System was awarded for books and collection development. We received a check in the amount of \$4,518.61 for the regional net loans and our library reported 994 net loans. Lucent Technology in North Andover donated and delivered 35 upholstered and comfortable meeting room chairs, four large professional filing cabinets and four worktables. They are valued at \$3,000.

Friends

The Friends of Boxford Town Libraries' Annual meeting was a big success and well attended at the North Andover Country Club. Rita Losee was the guest speaker and Ben Messenger gave an update on the Feasibility Study of the Libraries. President Elizabeth Mullard and her board had

an especially active year. The Friends group is a great asset to the libraries and their generosity provides numerous children's programs. They also pay for the highly popular passes to 9 museums. Included are: Boston's Museum of Fine Arts, Boston's Children's Museum, Portsmouth (NH) Children's Museum, Boston's Science Museum, Isabella Stewart Gardner Museum, New England Aquarium in Boston, Peabody-Essex Museum in Salem, Stoneham and Franklin Park Zoos, John F. Kennedy Library and Museum. The Friends started the very popular "Celebrate Reading" program in cooperation with the schools. We thank Mrs. Mullard, her board and membership for making the libraries a reflection of our community. The Book and Author Luncheon is an annual program sponsored by the Friends and the Association of American University Women. Guest authors were: Marion Kilson, Mary Grimley Mason, and Kate Flora. The Friends submitted a check for \$75.00 to support the Annual Legislative Breakfast 2001. Susan Knowles, Trustee, represented the Board at this event.

Boxford Public Library and the Perley Scholarship Funds, Inc. (formerly "Public Trustees")

President, Helen Killam and her board generously provided Boxford Village Library with a check for \$6,209.00 to purchase reference books, books on tape, *New York Times*, and print and non-print materials on our 2001 wish list. Reference materials such as *Value Line*, *Morning Star*, *Outlook* and *Million Dollar Directory* are very popular and well-used financial reference materials. The Perley Scholarship Fund awarded scholarships to Boxford Students going on to two and four-year colleges and universities. A list showing names of the students and the college and universities they attend are listed on the plaque at East Boxford Library.

Benefactors and Volunteers

Christopher Herman earned his Eagle Scout award last spring. His project was building movable shelving housed in the barn and designed for outdoor use at our Annual Book Sale at the Apple Festival. The shelves have wheels on the bottom and are made of stained light wood. Sally Sprague, a longtime benefactor and well-loved patron, ordered and donated a custom-made oak cabinet for compact discs valued at \$4,000. We thank her for organizing our CD collection and showing it to its best advantage. Many thanks go to our volunteers who help out year after year. These volunteers assist us immensely in providing additional services to the community. Special thanks are extended to Vicki and Martin Bakker, John Belyea, Al Cayote, Phyllis and George Fischer, Gail Holleran, Marge May, Bill McGrath, Charlene Mead, John Tuttle, and Sue Winslow. We also thank students who help out in the libraries while they do their community service component for Masconomet High School and several private schools. Our thanks go to Head of Circulation Helen Clarkson for training, supervising and directing our volunteers. The libraries are a reflection of Boxford's hopes, growth, and vitality. As the town grows the libraries will strive to meet its cultural and educational needs.

Long Range Planning

The Trustees selected Dale Gienapp from a field of several candidates to do a feasibility study for the libraries. Mr. Gienapp did a presentation at the Fall 2001 Special Town Meeting. Trustees Susan Knowles and Linda Sivak chaired an open forum at Cole School to discuss Mr. Gienapp's report. David Hinckley, Library Consultant, accompanied Mr. Gienapp to discuss public library regulations and codes concerning the interior of the library.

Statistics

Twelve months ending December 31, 2001

Books	66,980
Videos	2,375
Music CDs	1,862
Magazines (subscriptions)	206
Newspapers	18
Total Open Hours Per Week	89



www.boxfordtownlib.org



SCHOOL COMMITTEE REPORT

School Committee

Charles Killam, Chairperson	Term Expires, 2002
Guy Simmons, Vice Chairperson	Term Expires, 2003
Nate Levenson	Term Expires, 2002
Linda Mayger	Term Expires, 2004
Sandra Skinner	Term Expires, 2003
Ann Knight	Term Expired, 2001

Superintendent, Bernard F. Creeden, Ed.D.

Administrator of Special Education, Sharon Lyons

Business Manager, Steven Greenberg

Director of Facilities and School Operations, Timothy Haskell (Resigned September, 2001)

Stephen Clifford (Appointed November, 2001)

School Committee Operation

The Boxford School Committee meets once per month with a formal agenda (3rd Thursday) and at least once per month for a working session, throughout the year. Typically meetings are held at Cole School. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied but relate primarily to policy determination. Some of the duties of the School Committee include:

- | | |
|---------------------------------------|---------------------------|
| *Preparation of an annual budget | *Program evaluations |
| *Approval of curriculum and materials | *Planning school services |
| *Collective bargaining | *Public relations |

While the School Committee acts directly as the policymaking body relative to general educational policy, it does not operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, PTO, parents and the community. This input is generated through written and verbal communication within the school community, biannual Open Forums on pertinent topics (e.g. curriculum revision) and working closely with other Town Boards and committees. Individuals and groups wishing to address the School Committee at a meeting may do so on the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

Milestones and Achievements

The year 2001 has been a very productive year for the Boxford School Committee. We have continued to move ahead with improving our educational system.

Ann Knight completed six years of service on the School Committee. She served as Chairperson for two years. She served as member of the Tri-Town Union Committee, and as a member of the

School Building Committee. Mrs. Knight contributed much enthusiasm, time and talent to the schools during her tenure. Her contributions are most appreciated.

Mrs. Joan Corradino retired in January, 2002 after nearly thirteen years of service as a school counselor at Cole School. As a counselor Mrs. Corradino served the children, families and staff well at Cole School. Her efforts will be greatly missed.

A number of staff members observed five year anniversaries of service in the schools. Five year service pins were presented to Francine Buckley, Diane Harutunian, Kathy Middleton, Mary Rossi, Donna Macera, and Candyce Wainwright. Ten year service pins were presented to Cynthia Olansky, Mary Anne York, Carol Weitzman, and Pauline Boudreau. Susan Robinson and Ginny Simon observed their fifteenth anniversary.

Second grade teacher Terry Marcille applied for and was accepted into the Fulbright Teacher Exchange Program. She has been teaching this past year in Wales. Her exchange partner, Janet Rymer has been teaching second grade at Cole School.

In September, Facilities Director, Timothy Haskell, accepted a new position as Director of the Water and Sewer District in York, Maine. He accomplished much in his fifteen months of service in the district. He has been succeeded by Stephen Clifford, who comes to us after a number of years in facilities management in the private sector.

Strategic Planning/District Goals

MISSION STATEMENT

The Mission of the Boxford Elementary Schools is to provide the foundation for academic excellence, and the social and emotional support for children to meet the challenges of citizenship expected of lifelong learners in an increasingly technological and interdependent world.

CORE VALUES

1. The Core Values of the Boxford School District include the beliefs that:
The strongest possible instructional program for children and adults is based upon quality research, world-class standards, and high expectations.
2. All children can and will learn when provided equal access to educational opportunities appropriate to their needs.
3. Lifelong learning is achieved in partnership with the home, school, and community. Respect for oneself, other children and adults, promotes belonging and is essential to learning.
4. Our schools are a shared resource for the entire community.

The District Goals for 2001 – 2002 are as follows:

1. To provide an education, which is standards based, and equal to the Bench Mark Schools in core academic areas (math, science, social studies and language arts). Our success should be measurable based on MCAS and other appropriate assessments.
2. To continue to provide a safe and comfortable place to learn and work. Our buildings should be well maintained and not over crowded. The culture should continue to encourage creativity and support risk taking. Respect and trust should be universal.
3. To support our staff in their efforts to teach, challenge and motivate our children. We must provide the tools, training and leadership necessary to help them achieve our other goals. We value our staff and want to make working in the Boxford schools enjoyable and rewarding.
4. To develop a new technology plan for the integration of technology into instruction across the curriculum.
5. To develop a comprehensive policy manual with the support of the Massachusetts Association of School Committees.
6. To serve learners of all abilities. Both ends, as well as the average student should be challenged and successful. Children learn in different ways, and at different speeds. Our program should reflect this.
7. To maintain our commitment to open, civil and frequent communication. Dialogue is important between the school committee and the town boards, school administration/staff, parents, our Tri-Town Union partners and other stakeholders.

School Committee Functions

The major function of the Committee continues to be provision of the highest quality educational program within available funding resources. The grade level organizational structure locates Kindergarten through Grade Two at the Harry Lee Cole Elementary School and Grade Three through Grade Six at the Spofford Pond Elementary School.

The Boxford School Committee continues to support effective utilization of the school plants for educational, cultural, and community-based activities. The Horizons Program co-sponsored by the School Committee and the Tri-Town Council on Youth and Family Services continues to offer enrichment courses during fall, winter and spring terms. An extended day care program, for school-aged children, sponsored by the Merrimack Valley YMCA, is available to Boxford families. Utilizing the Cole School facility, more than fifty children are supervised in this important program either before or after school between the hours of 7:00 a.m. and 6:00 p.m.

each school day. Boy Scouts, Cub Scouts, Brownies, recreational basketball for children and adults, and indoor soccer are only some of the regular weekly activities in our schools. Many town boards and committees also meet regularly in the school facilities.

School Management

Principals are responsible for the daily operation of each school. Each school has an Assistant Principal as well. The responsibilities of school-based administrators include curriculum implementation, instruction, personnel matters, student issues and the physical plant. School Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Council is to advise the principal on areas of school improvement. Meetings are generally held on the second Monday of each month and are open to the public.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Business Manager, Director of Special Education, and Director of Facilities and Operations as well as the secretarial and bookkeeping staff of the Central Office. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

School Enrollment, October 1, 2001

	(PS)	K	1	2	3	4	5	6	
Harry Lee Cole School	(64)*	135	125	133					393
Spofford Pond School					133	167	142	158	600
DISTRICT TOTAL									993

* An Integrated Pre-School program was established at Cole School in September, 1997. Seventy-seven students are enrolled in this program. These students are not included in the 993 official October 1, 2001 enrollment total. This is a self-sustaining program.

Enrollment Growth

The School Committee carefully monitors enrollment trends. Over the past ten years, our schools have grown by 312 students; a 46% increase. The School Committee carefully manages class size within Department of Education guidelines, budget parameters and available space in the schools.

Fiscal Management

The budget development process is an extensive and involved task during which the Committee must make difficult decisions to bring into balance both the financial concerns of the community and elements of high quality, appropriate educational services. Increasing costs associated with increased enrollment, supplies and materials, school transportation, special education, building

maintenance, and modest salary increases, must be addressed with consideration of uncertain fiscal support from the state.

The School Department operating budget for the years 2000-2001 and 2001-2002 approved at the Annual Town Meeting are as shown:

	2000-2001	2001 - 2002
General Administration and Supervision	\$ 525,454	\$ 534,397
Instructional Salaries	\$ 3,020,560	\$3,381,940
Instructional Materials	\$ 277,854	\$ 306,104
Curriculum Adoption	\$ 54,763	\$ 26,250
Regular Transportation	\$ 352,361	\$ 362,932
Fuel and Power	\$ 118,560	\$ 152,334
Building Operations and Maintenance	\$ 362,940	\$ 417,191
Special Education	\$ 1,222,543	\$1,340,162
Other School Services	\$ 81,198	\$ 72,439
TOTAL	\$ 6,016,233	\$6,593,749

Educational Reform: Massachusetts Comprehensive Assessment System

As Educational Reform in Massachusetts heads into its ninth year school district accountability has moved to the forefront of the reform effort. The Massachusetts Comprehensive Assessment System (MCAS) has been expanded to several new grades. Students now are tested in the following areas and grades:

Grade Three:	Reading
Grade Four	English Language Arts, Writing and Mathematics
Grade Five	Science and Technology, History and Social Studies
Grade Six	Mathematics

Third Grade students (166) participated for the first time in the Reading examination in April of 2001. Results for our students are presented in the following table:

Spring 2001	Proficient	Needs Improvement	Warning	Average Score
Boxford	82%	18%	0%	34
State	62%	33%	6%	30

Fourth Grade students (137) participated in the fourth administration of the required Massachusetts Comprehensive Assessment System (MCAS) in May. Students were tested in Mathematics and English Language Arts. Results for our students by levels of proficiency are presented in the tables below:

Spring 2001 Grade 4 English Language Arts	Advanced and Proficient	Needs Improvement	Warning	Average Scaled Score
Boxford	70%	28%	1%	243
State	51%	38%	11%	239

Spring 2001 Grade 4 Mathematics	Advanced and Proficient	Needs Improvement	Warning	Average Scaled Score
Boxford	47%	47%	7%	241
State	34%	46%	19%	235

The following table shows the average scaled score earned by fourth graders over the past four years:

Test Category	Average 1998	Scaled 1999	Scores 2000	2001
English Language Arts	237	238	237	243
Mathematics	241	239	241	241
Science & Technology	245	250	248	Not Applicable

Fifth Grade students participated in Science and Technology and History and Social Studies examinations. No individual or school results were received for this year's test. These results will be reported for the first time after the Spring 2002 administration.

Sixth Grade students (147) were administered a Mathematics examination. Students were asked to respond to both multiple choice and open-ended performance questions designed to measure mastery of learning standards contained in the State Curriculum Frameworks. Results for the first year of the Grade 6 MCAS are presented in the table below:

Spring 2001 Grade 6 Mathematics	Advanced and Proficient	Needs Improvement	Warning	Average Scaled Score
Boxford	64%	28%	8%	244
State	36%	30%	33%	233

Curriculum Development

The focus of curriculum development continues to be on aligning grade level instruction, assessment and content to the learning standards contained in the Massachusetts Curriculum Frameworks. Major emphasis this year has been placed on the third year implementation of a standards based Mathematics program in Grades K-5 and the field testing of a new program in Grade 6. The Spanish language instruction continues through Grade 4. This new position has

been used extensively to support teaching and learning in these two subject areas. The School Committee has supported the establishment of a new Teacher Assistant role in Grades 2-5 to support efforts to improve student learning in English and Mathematics.

A new five year technology plan has been developed to guide the integration of technology into teaching and learning. The DOE as a result of the efforts of Technology Coordinator, Candye Wainwright, awarded a \$30,000 Technology Grant Cole School.

With the support of a State Department of Education Grant the feasibility of implementing a full day five kindergarten has been studied. A tuition-based program will be offered to between 54-60 children for the 2002-2003 school year at Cole School.

The Cole School faculty has undertaken a major systematic review of the ways in which early literacy skills are taught in the primary grades.

Professional Development

The Cole School Council Improvement Plan, the Spofford Pond School Council Improvement Plan and the District Strategic Plan each place a strong emphasis on professional development and training for staff, which focus upon identified curriculum and organizational priorities as well as the diverse learning needs of children. The primary areas of focus for 2001-2002 have included mathematics implementation, early literacy, teaching in a standards based curriculum and assessment system, language arts, the diverse learning needs of children, writing across the curriculum, hands-on science, technology applications and integration, understanding teaching, and inclusion.

A major new initiative has involved more than twenty teachers in a thirty-six hour course entitled "Instruction for All". It is expected that all professional staff will complete this course within three years.

Models for conducting professional development have included a combination of full day professional development days, after school and weekend workshops, summer institutes, locally sponsored graduate courses, study groups, curriculum committees and a limited number of early release day offerings.

A Mentor/Induction Program and Handbook have been developed for use in bringing new teachers and staff on board in the most successful way possible. Nearly twenty mentors and mentees have participated in the program during the past two years.

The School Committee continues to provide incentives through tuition reimbursement programs beyond the school day and school district. In addition, the application of available grant funds from the State Department of Education continues to be instrumental in creating opportunities for teachers and other staff to maintain and update their professional skills. The School Committee continues to believe that professional development for staff is an important investment that will result in improved learning opportunities for children.

Special Needs Education

School districts are mandated by state and federal laws to provide special education services to those students with a special need who require support in order to make effective educational progress and to ensure that these services occur in the least restrictive environment.

As of October 2001, there were 126 special needs students in the Boxford Elementary Schools including thirty-three at Cole, seventy-four at Spofford Pond, six in out of district placements and thirteen preschoolers, eleven of whom are enrolled in the Boxford Integrated Preschool Program. The percentage of Boxford students (Kindergarten through 6th grade) receiving special education services is approximately 11.5%, which is significantly lower than the state average.

The support offered to students in the Boxford schools ranges from monitoring of their progress in regular education classes and consulting with their regular education teachers, to direct instruction in all academic areas in the resource rooms. As a school system, Boxford is deeply committed to the philosophy of inclusion and continues to pursue effective ways of integrating all of our children into regular education programming. Parent involvement in Special Education is strongly encouraged and always welcomed. Boxford, Topsfield and Middleton parents of special education students have joined together to form the Parent Advisory Council (PAC). The PAC meets regularly during the school year. It provides a venue for parents to discuss mutual concerns, sponsors interesting speakers, purchases enrichment materials, sponsors fundraisers, and provides input into the Special Education Department's programs and policies.

For many years the school department contracted with a private agency to provide occupational and physical therapy services to children. This year the school committee has employed the staff delivering these services directly in a most cost and program effective manner.

The Department of Education conducted a three year Coordinated Program Review this past year. The results of the review are available in the school offices and the public library. The School Committee also contracted with two professors at Boston College to examine our special education program. Many of the recommendations from this study have been incorporated into program development, operational procedures and professional development in the Special Education Department. Copies of this report are also available in the school offices.

Health Services

Health services are an important facet of the school program. In the Boxford schools, health services are performed by Dr. Samuel Henck, School Physician; and School Nurses; Lynne Nechtem and Rosemary Smaha. The responsibilities of health personnel include: MA Vision Screenings, MA Hearing Screenings, Postural Screenings, Developmental Immunization and health record histories as well as seeing and treating children for illness and accidents and the administration of required medications.

Staff Directory 2001 - 2002

Harry Lee Cole School	Grade	Appt.	Degree	College or University
Maureen Berman	Principal	1994	M.Ed	Bridgewater State College
Ingrid Allardi	(.5) Asst. Prin.	1999	M.Ed.	Tufts University
Deborah Connery	PreSchool Coord.	1997	BS	Salem State College
Michelle Allardi	K Activity	1999	BS	Curry College
Laurie Olshuff-Rowen	(.9) PreSchool	1999	M.Ed.	Lesley College
Nancy Torlone	K Activity	2000	BA	Merrimack College
Diane Vasapoli	K Activity	2000	BA	University of Massachusetts
Lisa Simmons	K Activity	1999	BS	Salem State College
Constance Woodbury	K Activity	2001	M.Ed.	Lesley University
Kimberly Suther	Kindergarten	1995	BS	Salem State College
Susan Giovannacci	(.5) Kindergarten	1985	M.Ed.	Salem State College
Deborah Cahill	(.5) Kindergarten	1992	BS	Salem State College
Debra Holt	Kindergarten	1994	BS	University of Maine
Mary Anne York	Kindergarten	1991	BS	Salem State College
Thaya Puglisi	1	1992	M.Ed.	Salem State College
Linda Pieciewicz	1	1980	M.Ed.	Butler University
Peg Russell	1	1992	M.Ed.	Lesley College
Carol Weitzman	1	1991	M.Ed.	Boston University
Susan Enos	1	2000	BS	Lyndon State College
Cynthia Olansky	1	1991	BS	Bridgewater State College
Lisa Salisbury	2	1997	M.Ed.	Salem State College
Mary Lee Kennefick (LOA)	1/2	1989	BA	Westfield State College
Deborah Mahoney	1/2	1974	M.Ed.	Lesley College
Margaret Cook	2	1977	M.Ed.	Antioch College
Sherry Moore	2	1973	BS	New York University
Ann Golesworthy	2	1999	M.Ed.	Lesley College
Maureen Cronin	2	1995	BS	Salem State College
Virginia Douglass	2	1964	BS	Salem State College
Terry Marcille (Fulbright Exchange)	2	1980	M.Ed.	Lesley College
Janet Rymer (Fulbright Exchange)	2	2001	BA	Reading University
Heather Walker	2	1987	M.Ed.	Lesley College
Allison Routses	2	2001	M.Ed.	Cambridge College
Lynn Nechtem	Nurse	1989	BSN	University of New Hampshire

Spofford Pond School	Grade	Appt.	Degree	College or University
Barbara Wotherspoon	Principal	2000	M.Ed.	Bridgewater State College
Sheila Harrison	Asst.Prin.	1999	M.Ed.	Lesley University
Pamela Bateman	3	1975	BS	Framingham State College
Sharon Davis	3	2001	M.Ed.	Cambridge College
Heather Webster	3	2000	BA	College of the Holy Cross
Lesley Gibson	3	2000	M.Ed.	Lesley University

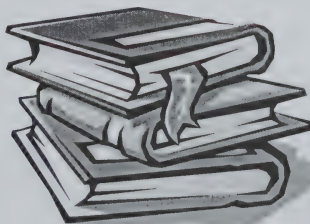
Lisa Holt	3	2001	M.Ed.	Lesley University
Kristin Ronan (LOA)	3	2000	M.Ed.	Lesley University
Heather Kelley	3	2001	M.Ed.	University of Lowell
Christine Cotti	3	1987	BA	Lowell State College
Shireen Rhoades	4	1995	BS	Boston College
Deborah Stone	4	1995	MA	Salve Regina College
Kristin Ginley	4	2000	M.Ed.	Lesley University
Mary Gigandet (LOA)	4	1993	MS	S.U.N.Y. Albany
Deborah Viviani	(.5)4	1999	BS	Valparaiso University
Kristen Cornell	(.5)4	1998	M.Ed.	Lesley University
Diane Harutunian	4	1995	MS	Cent. Conn. State College
Betsy Smallman	4	1999	BS	University of Massachusetts
Arlene Price	4	1995	BS	Russell Sage College
Sara Goldman	4	2001	MAT	Simmons College
Carla Wiles (LOA)	5	1997	M.Ed.	University of New Hampshire
Brian O'Donoghue	5	1998	BA	University of Massachusetts
Debra Auday	5	1987	M.Ed.	Lesley University
Richard Bateman	5	1970	M.Ed.	Cambridge College
Rebecca Hall	5	2001	BA	Whitman College
Janice Maguire	5	1995	BS	University of Massachusetts
Stacey Bovee	5	1998	BS	Plymouth State College
Joanne Green	5	1992	BS	Merrimack College
Jean Carosi	6	1993	M.Ed.	Salem State College
Kimberly Economos	(.5)6	1993	M.Ed.	University of New Hampshire
Francine Buckley	(.5)6	1999	BS	Merrimack College
Susan Robinson	6	1978	M.Ed.	University of New England
Mary Ellen Sorensen	6	1987	BS	University of Massachusetts
Joan Flink	6	2000	BS	College of St. Joseph, VT
Joyce Rains	6	2000	D.V.M	Washington State University
Nancy Badavas	6	2000	M.Ed.	Lesley University
Gwen Mann	6	2001	M.Ed.	Lesley University
Rosemary Smaha	Nurse	1989	RN	

Specialists	Subject	Appt.	Degree	College or University
Irene Crane	Curr. Coord.	2000	M.Ed.	University of Massachusetts, Lowell
Mary Mann	Curr. Coord	1987	BS	Framingham State College
DJ Zirbel	Sped.Serv.	2001	CAGS.	Eastern Michigan University
Yvan-Pierre Marlier	Spanish	2001		
Pauline Boudreau	Art	1991	M.Ed.	Lesley University
Pamela Dalton	Art	2001	M.ED	Cambridge College
Joanna Spinosa	Music	1993	BM	University of Hartford
Elizabeth Shepard	Instr. Music	1989	BS	Lowell State College
James Turner	Music	1995	BM	Berkley College of Music
Robert Sparkes	P.E.	1977	BS	Boston State College
Margaret Costello	P.E.	1992	BS	Boston State College

Serena Caperonis	Reading	1993	M.Ed.	Lesley University
Donna Poppel November	(.9) Reading	2001	M.Ed.	Boston University
Penny Rogers	(.5) Reading	1995	M.Ed.	University of New Hampshire
Nancy Rudder (LOA)	SPED	1998	M.Ed.	Cent. Conn. St. College
Alison Barton	SPED	1997	M.Ed.	Cent. Conn. State College
Heidi Canner	SPED	1988	M.Ed.	Lesley University
Nancy Brock	SPED	1999	M.Ed.	University of New Hampshire
Elizabeth Scheld	SPED	1994	M.Ed.	Lesley University
Hope Kramer	SPED	2001	MS	Simmons College
Laura Brown	SPED	1997	M.Ed.	American International College
Dona McDuff	SPED	2000	M.Ed.	Salem State College
Susan Koniaries	(.5) SPED	1997	M.Ed.	Boston College
M. Jane Bonaventura	Speech/Lang	1989	MS	Emerson College
Ellen Best	Speech/Lang	1993	M.Ed.	Tufts University
Joan Corradino	(.8) Guidance	1987	M.Ed.	Tufts University
Virginia Simon	(.6) Guidance	1986	M.Ed.	Tufts University
Kristin Hudson	Guidance	1997	M.Ed.	Salem State College
Dorothy Patch	Library Media Spec.	2000	M.Ed.	Bridgewater State College
Deborah Gaillard	Library Media Spec.	1998	MA	Trinity College
Candyce Wainwright	Technology Spec.	1997	M.Ed.	Lesley University
Samantha Mercier	Technology Spec.	1998	M.Ed.	Simmons College

Tri-Town School Union Central Office

Bernard Creeden	Superintendent.	1980	Ed.D.	Boston College
Steven Greenberg	Bus. Manager	2000	MBA	Franklin Pierce College
Tim Haskell	Dir. of Facilities	2000	BA	University of Massachusetts
Stephen Clifford	Dir. of Facilities	2001	BA	Mass Maritime Academy
Sharon Lyons	Spec. Ed. Dir.	2000	M.Ed.	Lesley University



MRS. GRIFFIN TRUST FUND

The Mrs. Griffin Trust Fund provides for awards, known as Mrs. Griffin Prizes, in the form of \$200.00 each; cash prizes given each year to the outstanding students in the graduating class of the Boxford Public Schools. The prizes, provided from the Fund established by her family, are in the memory of Isabelle Anne McManus Griffin, Teacher, Principal, Head Teacher and former resident of the Town of Boxford.

The fund was established in 1990 and the recipients to date are as follows:

1990	Julie Roden Dana Steer
1991	Kim Barrell Khatija Ladhani Stephen Palenscar
1992	Ashley Langer Timothy Roden
1993	Brooke Bagge Patricia McGinley
1994	Rebecca A. Guerin Paige A. McGarry
1995	Kimberly Phelan Jonathan Sandler
1996	Jacqueline L. O'Brien William LeClerk
1997	Julijš Liepims Allison Hartrich
1998	Richard Keilty Sarah Gelinas
1999	Emily Foti Lisa Plimpton
2000	Eliz Hartrich Mathew Ward
2001	Alicia Leahy Hillary Richards

BOXFORD SCHOOL BUILDING COMMITTEE

This committee has been periodically meeting throughout the year to finalize the close out process for the renovations and additions at the Harry Lee Cole and Spofford Pond Schools. In March, the committee formally contacted the Board of Selectmen to turn over the negotiations of the final closeout balance between USF & G, the bonding company for Shah Construction and Kopelman and Paige, P.C., Town Counsel. Working with the Superintendent's Office, a final list of renovation-related items was developed for Spofford Pond School and included replacement of cafeteria doors and the clear story windows, screening the dumpster and a number of important painting projects. At both Cole and Spofford Pond Schools, the need to upgrade all door hardware to provide handicap accessibility was identified. All of these items were economically addressed, paid for by funds from the contingency balance and at no additional cost to the Town. The committee will continue the management of the contingency balance until June 30, 2002.

In May, six-year committee member, Ann Knight, resigned from the committee having completed two terms as a member of the Elementary School Committee. Sandra Skinner took her place on the committee.

The priority of the committee for the coming year is the submission of the final audit of the project to the State School Building Assistance Bureau. To that end, the decision was made to hire an administrative assistant to serve as both a minutes secretary and to prepare and submit the final audit of the project. It is the goal of the committee to complete the negotiations, finalize the contingency balance and submit all audit information to the State by June 30, 2002.

Andrew Fraser, Chairman
Richard O'Brien, Vice Chairman
Kevin Connors
Robert Conroy
Ann Knight/Sandra Skinner
Guy Simmons
Robert Was

MASCONOMET REGIONAL SCHOOL DISTRICT FOR 2001

To the Citizens of Boxford, Topsfield and Middleton:

The Masconomet Regional School Committee is pleased to report to the citizens of the Tri-Town area. During 2001, the major project of the Regional School District continued to be school construction. Phase One of the project was completed during the summer of 2001, and the new High School opened for students in September. Phase Two, the renovation and expansion of the old High School to accommodate the Middle School, began July first. At the writing of this report, the construction project continues to progress on time and within budget.

During 2001, Masconomet continued to experience an increase in student population. Based on actual student enrollment in the elementary schools and school population projections, we expect student enrollment to continue increasing over the next several years. At the same time, we expect that the new school buildings will comfortably meet our space needs for the foreseeable future.

The performance of Masconomet students on the 2001 MCAS test was quite impressive. Masconomet scored in the top ten percent of school districts in state. The Masconomet Superintendent and Principals have been working closely with Masconomet staff and with the administration of the Tri-Town Union School District to achieve close articulation with the elementary curriculum. These efforts are aimed at enhancing school improvement and student performance.

The Masconomet Regional School Committee looks forward confidently to the challenges of the coming year. At the same time, we seek your support as we open a new Middle School, strive for excellence in student performance, and continue the tradition of excellence in our teaching staff.

For a more detailed report, please visit us online at <http://www.masconomet.org>.

Sincerely,

David Bassett, Chair
Masconomet Regional School Committee

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT SCHOOL COMMITTEE

**Amelia P. O'Malley, Superintendent-Director
North Shore Regional Vocational School District**

Merger Study

The Merger Study Sub-committee membership consisted of: Mr. Wayne Marquis, Town Manager of Danvers, Co-Chair; Mayor William Scanlon, City of Beverly, Co-Chair; Mayor Peter Torigian, City of Peabody; Amelia P. O'Malley, Superintendent-Director, North Shore Regional Vocational School District; Mr. Philip Holden, Boxford Representative of the North Shore Regional Vocational School District School Committee; Dr. Wayne Burton, President, North Shore Community College; Mr. Gustave Olson, Superintendent, Essex Agricultural & Technical Institute; Mr. Peter McCarthy, Essex Agricultural & Technical Institute Board of Trustees; Mr. Ira Singer, Town Manager of Middleton, Mr. Robert Pariseau, community member; Mr. James Gaylord, Superintendent, Peabody Public Schools; Mr. Jeff Wulson, Department of Education; Mr. Jeff Wheeler, Department of Education and Mr. Fran Kane, Department of Education.

This Sub-committee met regularly throughout the year. In December, 2001 a final draft of the Merger Study Report was forwarded to the Department of Education to be reviewed before presentation to the Legislature. The Merger Report calls for a school to be built on the Essex Agricultural & Technical Institute campus that will service both the current North Shore District (including the city of Peabody) and the Essex Agricultural District. The legislation will address the composition of the district, the governance, financing of the new school and the operating costs of the new school.

Administration

The North Shore Regional Vocational School District Committee, comprised of one member appointed to represent each member community, is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school.

In the past year the administration purchased and installed a new student administrative software system from Computer Resources, Inc. of Barrington, New Hampshire. This software system enhances the District's mandatory reporting to the Department of Education.

New England Association of Schools & Colleges, Inc., High School Accreditation

This past year North Shore Regional Vocational School District was granted initial accreditation. The accreditation was the result of two (2) years of preparation and work. The administration thanks the faculty and staff for their dedication to this process. We now join the ranks of all other vocational schools in the state of Massachusetts.

Enrollment

Student enrollment as of October 1, 2001 was 435. Students continue to cite the size of the school, the interpersonal relationships with teachers, counselors, and administration, and the vocational programs as the reasons for application. There continues to be a shortage of space for classrooms, shop areas, the library and the cafeteria. In addition, an auditorium is needed. In an attempt to alleviate our overcrowding, we have purchased a portable classroom, which houses the Health Technology program and added a mezzanine over the gymnasium.

Students participate in programs in Automotive Technology, Carpentry, Commercial Art, Collision Repair, Cosmetology, Culinary Arts, Information Systems Technology, CISCO, Graphic Arts, Health Technology, Machine Technology, Marketing and Information Systems and Masonry. In addition, our Job Skills Training, a special education program, also encourages inclusion into many of the vocational areas.

Curriculum

We are offering MCAS preparation classes in both English and Math to 9th and 10th graders. The 9th grade course is a full year course, with one day per week devoted to the VICA curriculum. The 10th grade course is a semester course. The curriculum is based upon the Mathematics and English Language Arts curriculum Frameworks, respectively.

Over the past three years, there has been a steady improvement in the MCAS scores. The 2000-01 scores are 33 points better in English and 31 points better in Math than the 1999-2000 scores. This represents a dramatic improvement and places North Shore Tech in the upper third of vocational schools statewide.

The 2001-2002 school year has seen an increase in the popularity of the Spanish language course. In order to address the increase in demand as well as to eliminate large class size, two additional classes will be implemented. Next year there will be two sections of Spanish I as well as two sections of Spanish II. An increasing number of students who come to North Shore Technical High School want the option of furthering their education after high school. By offering these language classes, North Shore Tech is ensuring that students are prepared for whatever future choice they decide to make.

The mathematics curriculum continues to be upgraded. At a minimum, every 9th grader will take Introductory Algebra (with Algebra I, Accelerated Algebra, and College Geometry also offered). Every 10th grader will take, at least, Inductive Geometry (with Algebra I, College Geometry, and Algebra II also offered). These two courses will cover over 90% of the material on the MCAS test. The mathematics program extends, on the higher end, to Pre-Calculus in grades 11 and 12 and Calculus in grade 12. These courses carry pre-requisites in terms of performance in Geometry and Algebra II.

Honors classes have been added at all grade levels. These classes carry weighted grades and higher expectations for students. MCAS Prep classes in mathematics are now a regular part of the class schedule for all 9th and 10th graders, and remediation classes have been added for 11th graders who have not yet passed the test.

The performance of North Shore Tech students on the mathematics portion of the MCAS test has improved dramatically. The failure rate has been cut from 72% to 41%, and the probability of at least half of these students passing the re-test in December is high. In addition, more students are capable of scoring at the Proficient or Advanced levels.

MCAS Preparation

Beginning this year, we are offering all of our 9th and 10th graders an MCAS preparatory class in both English and Mathematics. The 9th graders will have a full credit of MCAS prep while the 10th graders will receive one-half credit. Title I now includes a mathematics component to further assist students with MCAS preparation.

General and Program Advisory Committees

The main topics and focus of the Program Advisory Committees were, the purchase of new equipment in the vocational areas, assisting with NATEF certification for Collision Repair addressing the technology needs in the various vocational areas, VICA, and other competitions.

The next meeting of the Program and General Advisory is October 18, 2001.

Vocational -- Service Cluster

Graphic Arts

With the addition of the second instructor, Mr. Murphy, students will have extensive exposure to Desktop Publishing and HTML (web design). The graphic arts shop received additional new computers and updated software including the latest versions of Quark Xpress, a page layout software; Adobe Photoshop, a photo manipulation software; and Adobe Illustrator, a drawing and painting program. Graphics students work on various projects including designing a web page, posters, brochures, business cards and memo pad.

Health Technology

The Health Technology curriculum has expanded this year to include an entry-level childcare program and nurses aid training program. The shop now has a fully equipped regular hospital room and fully equipped newborn nursery areas. With the additional equipment competent students in health tech have the opportunity to develop a better understanding of the many varied career paths in the health field.

Vocational -- Technical Cluster

Carpentry/Masonry

The carpenters have completed work on a 24'x48' garage in Beverly and are currently doing finish work on a garage/stable that North ShoreTech carpenters constructed last year.

The masons are completing work on a brick veneer project for the Gloucester Housing Authority.

Automotive/Collision Repair

The Automotive Technology shop is in the process of reorganization. The related classroom has been expanded and the computer lab has been moved to the front of the shop. This will allow students to safely access the computer room without passing through the shop. In order to accomplish this the Hunter alignment machine was relocated and the teacher stations have been moved to the rear area of the shop.

Collision repair students are working on a variety of tasks and projects from basic hand and power tools to body/frame alignment and refinishing. The ninth grade exploratory students are working on basic trade tasks. This year collision repair students completed their first community service project—a dump truck owned by the Middleton Department of Public Works. This project consisted of welding panels and repairing and refinishing the body. A Middleton police department vehicle will soon arrive for repair services.

Machine Technology

This year machine technology has made many changes. We sadly said good-bye to Mr. Surette but welcomed our new instructor, Mr. Roderick. Also, we had the good fortune of getting four (4) new machines donated: one Hardings lathe and two surface grinders from Ken Evans of Evans Industries. The fourth machine we received was a welder from Middlesex Gas. In addition, Mr. Rollins, one of the shop teachers, was able, through the budget process, to obtain a brand new lathe and two horizontal saws.

CISCO

The Cisco Lab is up and running, with a mini-network set up to facilitate network training. There are plans to permanently install an overhead projector and a touch-screen smart board in the lab, which will greatly enhance our ability to provide quality presentations to support the hands-on curriculum.

Technology

North Shore Regional Vocational School District continues to make improvements in the area of Technology. The plan was to complete the connections to all areas with the goal to have ninety five to one hundred percent (95-100%) of our classrooms and computer labs connected to the LAN with Internet access by end of the last school year. All the classrooms, computer labs and administrative areas networked.

There are four (4) computer labs with fifteen (15) to twenty (20) workstations. During the year we purchased twelve (12) new computers for the Library. In the Library there is a total of fourteen (14) computer workstations available for Internet research and computer applications.

Last year an eighty thousand-dollar (\$80K) Perkins “New Technology” grant was received to fund a “State of the Art” Networking Lab. A dedicated laboratory was set-up in February with twenty (20) new computer workstations networked for a web based curriculum with Cisco and five (5) new computer workstations and support devices were set up for a dedicated mini network for training purposes. North Shore Technical High School is a “Local Cisco Networking Academy” partnering with North Shore Community College and the Cisco Corporation; two (2) of our staff members are certified instructors for the program and are in the second year of the program.

Approximately, one hundred and seventy-five (175) personal computers are in use in the District, with twenty-six (26) used administratively. Instructors use one hundred and forty-nine (149) computers in computer labs or individually. The Student to Computer Ratio has reported to the Department of Education is 3.31 to 1 well within the 5.0 to 1 requirement.

The schools web page (<http://www.mec.edu/nsths>) is updated daily. Staff training was provided on “Front Page” resulting in an increase in teachers creating links through a home page to communicate assignments and streamline research.

Professional Development

Academic and Special Education teachers continued to meet to improve the curriculum alignment. Janice Magno presented a program describing inclusion strategies that were useful in the classroom. Academic teachers completed a detailed analysis of MCAS results and developed various lesson strategies to meet student needs. Special Education teachers attended classes related to new Individual Education Plans.

To improve the *Writing Across the Curriculum* program, Ira Steinberg, who represented the *John Collins Writing Network* presented a workshop related to vocational writing projects. Based upon the need for students to improve their writing in all areas, the Technical Writing program was developed by English, reading and vocational teachers and administrators. Integrated workshops were held to develop strategies and grading procedures. Joining *High Schools That Work* has given us the opportunity to become part of an important vocational initiative. During July several faculty members attended the national conference. Based on what was learned, focus committees were formed, information shared, goals discussed and an action plan developed.

Special Education Department

There are approximately one hundred and eighty-four (184) students at North Shore Technical High School who have been identified as having special needs; they represent 42% of the general student population. Programs and services are provided and administered by a staff comprised of a coordinator, an assistant coordinator, twelve special education teachers, a speech/language pathologist, a Wilson certified reading teacher, a psychometrics, three instructional aides, and one secretary.

Teachers certified in Wilson Reading provide individual tutorials in the Wilson methods to those students with significant reading deficits, in compliance with their Individual Education Plan. Our Speech and Language Pathologist provides both individual and small group instruction in the area of communication, including receptive and expressive language skills (both oral and written), reading, vocabulary, phonological processing, usage, social language and articulation.

Through our special education professional development grant we have two new initiatives this year. The first is the Irlen reading program. We have trained two teachers to become certified in screening for the Irlen Syndrome, a perceptual dysfunction affecting reading. Students with this syndrome have to put more time and energy into the reading process. The treatment, developed by Helen Irlen, consists of the use of colored overlays. This year, we will screen all of our ninth and tenth graders for this disability, and treat those who exhibit the symptoms.

The second grant-funded initiative in the special education department has involved program improvement. With regard to the Individual Education Plan form and process, a group of six (6) special education teachers worked over the summer to develop measurable and attainable goals, objectives and benchmarks for students in various curriculum and vocational areas. A second group of eight (8) teachers (four special education and four general education) is working in teams throughout this year to improve their collaborative teaching model of inclusion. A consultant, Dr. George Flynn from Salem State College, meets with these teachers regularly to discuss methods and models of collaboration. He also observes and critiques the teams in their classroom settings.

Athletic Department

The girls basketball team continued to show improvement and with many players returning the team should be very competitive this year.

The baseball team won the league championship for the first time in school history and advanced into the State Tournament. Over thirty (30) students participated in the baseball program, which allowed us to field both a varsity and junior varsity team. The team made a trip to Cooperstown, New York, played on Doubleday Field, and visited the Baseball Hall of Fame.

This fall has been an exciting season for the athletic department. The new Co-op arrangement with Essex Aggie has brought five (5) freshmen boys to play football and two (2) junior girls to participate on the volleyball team. Two (2) freshman students from North ShoreTech are running on the Essex Aggie cross-country team. Danielle Sargent (North Shore Tech) finished second in the Girls State Vocational Meet and 20th in the Girls Freshman State Meet.

A mezzanine was added to the gymnasium for storage. This has made equipment storage and inventory much easier. It has also allowed for the creation of a Health Classroom in the former aerobics room.

Our participation rates are at the high end for vocational schools and our teams are becoming more competitive all the time. The current freshmen class is very active in athletics, which lends a lot of promise for the future.

Career Exploration

The career exploratory program continues to support ninth grade students in preparation for their career choice and shop selection. The ninth grade students currently explore all twelve (12) vocational/technical areas on a rotating basis. North Shore Tech's schedule has two (2) cycles. Each cycle lasts five (5) days and fluctuates between "A" and "B" weeks, with the latter being the shop week for both ninth and twelfth grades. The exploratory has been modified so those students spend four (4) periods in their exploratory during "B" week and the other four (4) in academic classes and physical education. This allows for smaller exploratory cohort groups. The students will have completed their exploratory in the early spring, and will then re-explore four (4) shops, before choosing a final shop choice.

School-to-Work/Placement

In the 2000-2001 school year almost seventy (70) students participated in the Cooperative Education Program. Each of these students worked during school time in their vocational area gaining experience and school credits in the world of work. It is anticipated that at least the same number of students will be involved during the 2001-2002 school year in the Cooperative Education Program. North Shore Tech is using the Massachusetts Work-Based Learning Plan to evaluate the students' progress in the following areas: communication, problem solving and completion of tasks, professionalism and interaction with fellow workers. The goal of the Work-Based Learning Plan is to provide a solid structure for students and their employers to work together and maximize the learning experience.

On Friday, June 1, 2001 North Shore Tech graduated eighty-nine (89) seniors. Sixty two percent (62%) of the class was placed in jobs in their technical/vocational co-related areas. Thirty-five percent (35%) matriculated at post secondary institutions and three percent (3%) began a full-time military commitment. North Shore Tech continues to offer a permanent placement service including career guidance to all graduates.

Tech Prep

North Shore Technical High School participates in the Tech Prep Program in six (6) vocational/technical areas: Marketing, Machine Technology, Health Technology, Culinary Arts, Automotive Technology, and Information Systems Technology.

An articulation agreement has been set up between North Shore Community College and North Shore Tech to offer our students an opportunity to earn college credits by successfully completing certain academic and vocational courses offered during their senior year in high school. The community college professors based on a review of program content and level of difficulty have approved the specific courses. The articulation agreements must be renewed every other year to satisfy the college requirements.

Representatives from North Shore Community College have visited our school to promote student participation and make them aware of this unique opportunity. Last June two (2) graduates from North Shore Tech received \$600.00 in Tech Prep Scholarships in addition to earning the college credits.

Health Office - School Nurse

The school nurse continued her involvement in the Enhanced School Health Grant through the School Health Division of the Department of Public Health. The grant helped fund \$1,000 toward the health component of the new administrative computer system MMS. The nurse attended training and began using the MMS system in June to computerize student immunization records and daily log of student's visits. This grant provides networking with other school nurses in vocational schools throughout the State. The grant provided education offerings specific to health care needs of vocational students.

Building and Grounds

A second portable wall was added to the cafeteria area, which allows more flexibility in scheduling. In the Culinary Arts area a new rotary oven was installed replacing a 1940's era oven. In the Auto Tech Shop storage racks were installed which opened up more floor space for additional student workstations.

A mezzanine was added to the gym for use as a storage space for athletic equipment and this opens up more space for the instruction area. On the perimeter of the building security cameras were installed.

Transportation Department

The Transportation Department provided transportation to and from school on a daily basis for approximately 420 students. The number of late buses and sports late buses remained at four (4). The number of students involved in sports, MCAS Prep and other after school activities continues to increase, therefore, the number of students using the late buses and sports buses has increased again this year. We are to the point of using full size buses for some of the runs.

Adult Education

Adult Evening Education at North Shore is a self-supporting program that offers more than fifty-four (54) vocational-technical classes that enhance the professional and personal lives of the adult members of our community. The Program serves more than one thousand adult students participating in a wide variety of courses. Popular fields of study include, computers, health, construction, welding, culinary, automotive and business skills. A number of courses have state approval for professional and trade license preparation.

Grants

Thus far during the 2001-02 school year, North Shore Technical High School has been awarded several important grants: \$12,000 classroom size reduction grant, \$5000 Career Resources Grant, \$20,000 High Schools That Work Continuation Grant, \$50,000 professional development grant, \$20,000 Non-traditional occupations grant, \$4400 School Breakfast grant, \$3000 Gifted and Talented Grant, \$1,200 Tomorrows Teachers Club Grant, \$28,000 Technology Lighthouse Grant, \$20,000 Students as Technology Leaders Grant, \$21,000 Project Success Grant, and an additional \$10,000 from Toshiba, Green Schools, and the Executive Office of Environmental Affairs for water quality testing.

High Schools That Work

This past summer nine (9) staff members attended the High Schools That Work (hereinafter HSTW) Professional Development Summer Conference in Atlanta, GA. They returned with a renewed desire to continue making improvements at North Shore Technical High School.

In September 2001, the HSTW Team at North Shore Technical High School set two (2) goals for the 2001-02 school year. The first to improve student attendance to 95% and, the second to raise MCAS scores to the level of the state average. At a meeting held on November 1st, with a representative from the Department of Education, it was stated that changes at North Shore Technical High School which have been brought about by High Schools That Work are already evident. The committee has committed itself to continue striving for improvement.

North Shore Regional Vocational School District Committee

Beverly	Paul F. McDonald
Boxford	Philip J. Holden
Danvers	T. Frank Tyrrell, Jr., Parliamentarian
Essex	George R. Harvey, Secretary
Gloucester	Paula Evans
Hamilton	David W. Ketcham
Lynnfield	Paul Anderson
Manchester-by-the-Sea	Joseph Sabella
Marblehead	Mary Kay Roper
Middleton	Roger Drysdale, Vice Chairman
Nahant	Thomas F. Johnson
Rockport	G. Stanley Patey, III
Salem	William D. Wilkins
Swampscott	Mary Marrs, Chairman
Topsfield	Richard Darrah
Wenham	William O. Nichols



DEPARTMENT OF PUBLIC WORKS
(DPW)



March 2001

DEPARTMENT OF PUBLIC WORKS

The Department of Public works suffered a major set back in 2001 as a result of the cut backs made in the Chapter 90 allocations to the Town of Boxford. The department was not able to accomplish all the necessary scheduled road work. This made the department focus more on road repairs. The drainage problems on Middleton Road. presented a snag when we discovered about 125' of ledge, which we had to pound through, but Lake Town Hall has finally gone away.

FULL DEPTH RECLAMATION:

The following roads were crushed and graded with a Base coat of 2 ½" of dense binder.

Middleton Road	(2150 x 22')	From Main Street to Elm St.
Glen Forest Drive	(2190 x 21')	
Herrick Road.	(4100 x 22)	From #154 to Sheffield Rd.

For a total of 1.60 miles of road

PAVING: 1 ½ " Of top coat was applied to the following roads

Trask Road.	1085'x21'
King George Drive	6236'x22'
King Richard Drive	2500'x23'
King Arthur Court	275'x25'
King John Drive	2400'x21'
King James Court	135'x25'
King William Court	140'x18'

For a total of 2.42 Miles of Road

SHOULDER WORK:

With the addition of the new Mack ten-wheeler, we have cut down the time between reloading. This has increased the work we can do each day with the shoulder machine. We backed up 23 linear miles of road. which will save the pavement edges from cracking.

DRAINAGE:

Middleton Rd. by town hall	450'x12" poly pipe	4 basins
516 Main St.	100'x16" poly pipe	
285 Ipswich Rd.	105'x12" poly pipe	1 basin
Glenn Forest Dr.	55'x12" poly pipe	

Were installed by the DPW.

CATCH BASINS:

There were 804 catch basins cleaned.

STREET SIGNS:

We replaced 11 stop signs, 6 street name signs, 5 speed limit signs and 33 regulatory signs.

TREE WORK:

With the help of outside contractors we removed 16 Maple, 23 Oak and 12 Pine trees.

ROAD LINE PAINTING:

185,634 linear feet of yellow centerline and 248,567 linear feet of white fog lines, 71 stop bars and 6 cross walks were painted.

WASTE OIL RECYCLED:

We collected 1,771 gallons of waste oil and used it to heat the DPW Garage.

PARKS AND GROUNDS:

Our fields are looking better all the time. With the new construction of Masconomet District High School the girls soccer and the boys baseball teams used some of our town fields for practices and games. With irrigation and fertilization we expect more improvements for the coming year.

SWEEPING:

All roads and parking lots were swept in the spring.

SNOW AND ICE:

This year winter came in like a lamb and went out like a lion. January was about average for storms. We called out the private plow contractors five times during the winter months and our sanders were out many times.

February we called out the private trucks two times. March was a very different story. Between March 6 and March 10 we received 42" of snow. The Town had many trees down and power was out in many locations. As always the Boxford roads were kept above average through these Blizzard conditions. When they say "when it rains it pours", and that it did. Before we could clean up after the snow, we had a major flooding problem. It took us well into the spring to clean up the damaged trees. I would like to take this time to commend my staff and the hired contractors for their hard work, and like always, we will be ready for the next one.

David E. Durkee, Superintendent
Department of Public Works

MEMBERS OF THE DPW

Jay Larson
Bill Marston
Eric Wendell
Myron Ricker III
Peter Durkee
Robert Dole
David Noyes
John McNutt
Christine Moyer

Foreman
Equipment Operator
Equipment Operator
Equipment Operator
Parks Foreman
Equipment Operator
Equipment Operator
Equipment Operator
Account Clerk 1



Snow removal March 2001 Storm

HEALTH AND INSPECTIONS

Board of Health

Health Agent Report

Animal Inspector

Building Inspector

Plumbing and Gas Inspector

Wire Inspector

Sealer of Weights and Measures

Visiting Nurses Association

BOARD OF HEALTH

The Board of Health regulates private septic systems, food service establishments and waste disposal issues for horse stables; provides approvals for construction of private water supplies; manages town trash collection, and hazardous waste collection day; funds elderly health care and immunization clinics; and handles issues of contagious and reportable disease. The board held 16 meetings in 2001, too deal with these issues.

SEPTIC SYSTEMS

The Board of Health held 25 variance hearings on upgrades of failed septic systems.

REGULATIONS

Reserve Area Between Trenches:

There shall be no reserve area between trenches (Effective October 1, 2000)

Impervious Barriers:

- A. Before any impervious barrier is approved, the design engineer must demonstrate that the lot meets TitleV slope requirements for construction in fill for both the primary and reserve soil absorption systems. If the slope requirements cannot be met, then a concrete retaining wall will not be allowed.
- B. When a concrete retaining wall is proposed for new construction both the primary and reserve areas must be fully designed and no part of the construction of the primary system including the retaining wall shall interfere with the future use of the reserve area soil Absorption System (SAS)
- C. The bottom elevation of the footing of a concrete retaining wall must be at least one foot above the estimated high ground water table as tested in the area where the footing will be placed.
- D. When a concrete retaining wall is used. The orientation of the Soil Absorption System piping will be parallel to the retaining wall.
- E. The horizontal distance from the tow of the slope on the down gradient side of a concrete retaining wall from a lot line shall be a minimum of the five feet.
- F. Any approval of a septic system with a concrete retaining wall shall be contingent upon no disturbance of soil within 200 feet of the proposed system. If the soils are disturbed be cuts of fills within 200 foot radius of the system, then the groundwater elevation and surface water drainage must be reevaluated prior to issuance of a Disposal Works Construction Permit (Effective October 1, 2000)

Housing for the Elderly:

The design flow for a single unit of housing for the elderly will be 150 gallons per day for any unit with two bedrooms or fewer and a total of five rooms or less. A larger elderly housing unit will have the design flow calculated in the same manner as a single-family dwelling. (Effective October 1, 2000)

WASTE

Our current contract is with Waste Management from Londonderry, NH. They handle waste collection and the recyclables. The sticker price will remain at \$2 per trash barrel for 2002 as it was in 2000 and 2001. As in the past with any short fall in funds will come out of property tax receipts. We sponsored the 14th Household Hazardous Waste Collection day at Masconomet in November 2001.

LANDFILL

The town is awaiting acceptance of the Corrective Action Alternatives Analysis (CAAA) by the Massachusetts Department of Environmental Protection (DEP). The CAAA addresses wetland remediation and was completed and submitted to the DEP. We received review comments on the CAAA and prepared responses with assistance from our consultants in March 2001. The recommended remedial action will be implemented after concurrence from DEP. This will bring the activities at the landfill to completion with the exception of post-closure monitoring.

BOARD OF HEALTH MEMBERS AND STAFF

The Board of Health employed Kendell Longo as Health Agent and Roberta Cody as Administrative Assistant/Assistant Health Agent.

Our meeting place is the Boxford Community Center on Middleton Road on the second and fourth Wednesdays of each month at 7:30pm. We invite you to attend and contribute to our meeting.

Mark Mitsch, Chairman
Barbara Stanley, Vice-Chairman
Tom Dusel, Treasurer
Louise Kress, Clerk
Walter McPartlin



BETTERMENTS

To date 21 loans have been made. Of those, 3 have been paid off in full and the proceeds were re-loaned. Currently 17 loans are outstanding. A balance of \$27,595.97 remains in the account for future loans and the Board of Health encourages property owners to apply for the low interest loans for failed systems.

DIRECTOR OF PUBLIC HEALTH

The following is a summary of work performed by the Health Agent for the 2001 year:

- Food Service Inspections 14
- Summer Camp Inspections 10
- Septic Systems Repaired 44
- Septic Installation Inspections 359
- Soil Evaluations 120 perks - 239 deep holes
- Well Permits 47
- Complaints Investigated 2
- Disposal System Installers Licensed 57
- Certificate of Compliance 67

Kendell Longo
Health Agent



INSPECTOR OF ANIMALS

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premises on which there are domestic animals, in accordance with M.G.L. Chapter 129, Section 19. Such inspections are necessary to insure humane and proper care of all livestock, to guard against outbreaks of contagious disease, and to provide a census of animals in the state.

Summary of the 2001 inspections: 186 horses, 30 ponies, 10 miniature horses, 3 donkeys, 44 goats, 27 sheep, 4 pigs (including 2 pet pigs), 22 head of cattle, 4 llamas, 7 alpacas, 2 emu, 11 fox.

The Town of Boxford requires Stable Licenses for all residents who keep horses on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals must be reported to the Animal Inspector. In 2001, 34 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in all cases.

Animal Inspectors are also required to investigate and issue quarantines in cases concerning rabies exposure to domestic animals. Forty such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. All quarantines were completed without incident. One additional quarantine carries over into 2002. Owners please keep all pets current on rabies vaccinations – it is very important for the safety of your pet and your family.

Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantine procedure, please contact me.

Allison Hayes
Inspector of Animals



BUILDING DEPARTMENT
200 Washington Street
West Boxford, MA
978-352-2435

There were 250 building permits issued for the year 2001. The following is a breakdown of type, cost of construction and fees collected. Average cost of construction for new homes was \$373,054.54 and the average fee collected for 2001 for new homes was \$2623.75.

TYPE OF PERMIT	QTY ISSUED	COST OF CONST.	FEE COLLECTED
Additions	23	\$ 4,651,600.00	\$ 13,741.00
Additional Fees		--	936.50
Alterations	4	71,500.00	506.00
Amendments	4	47,500.00	332.50
Attached Garage	2	188,000.00	765.00
Barns	7	237,024.00	1,662.50
Commercial	2	37,000.00	154.00
Deck/Porch	20	186,975.00	1,410.50
Demolition	6	34,200.00	259.50
Foundation	3	52,000.00	364.00
Garage	5	193,000.00	1,351.00
Homes	22	8,207,200.00	57,722.70
Other	8	217,200.00	1,441.00
Pools	20	336,955.00	1,380.00
Renovations	57	1,902,525.00	13,582.85
Roofing	33	246,940.00	1,780.00
School/Camp	4	--	120.00
Sheds/Gazebo	15	169,700.00	1,047.30
Siding	5	61,139.00	475.00
Sunroom/Greenhouse	3	58,700.00	413.00
Wood Stove/Chimney	7	1,150.00	210.00
GRAND TOTALS	250	\$16,900,308.00	\$ 99,654.35

Kenneth A. Ward,
Inspector of Buildings

**BUILDING DEPARTMENT
200 Washington Street
West Boxford, MA
978-352-2435**

ELECTRICAL INSPECTOR

There were 316 electrical permits issued for 2001.
Fees collected totaled \$25,678.15

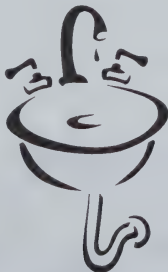
David L. Levesque,
Electrical Inspector



PLUMBING & GAS INSPECTOR

There were 151 plumbing permits issued for 2001. Fees collected totaled \$11,585.00.
There were 143 gas permits issued for 2001. Fees collected totaled \$7,185.00.
Combined plumbing and gas permits issued for 2001 were 294.
Total fees collected for plumbing and gas permits were \$18,770.00.

Bob Pike,
Plumbing & Gas Inspector



SEALER OF WEIGHTS AND MEASURES
Robert H. Cronin

The Sealer of Weights and Measures made the following sealings in the year 2001:

1.	Community Store, Elm St., East Boxford (checked and sealed one (1) scale (checked and sealed two (2) gas pumps	\$ 6.00 16.00
2.	Brown & Budnick, Rt. 133 Washington St., W. Boxford (checked & sealed three (3) scales) No longer in business.	\$26.00
3.	Ingaldsby Farm Stand, Rt.133, Washington St., W. Boxford (checked & sealed three (3) scales)	\$18.00
4.	Harry Lee Cole School, 26 Middleton Rd, Boxford (checked & sealed one (1) scale)	n/c
5.	Spofford Pond School, Spofford Rd, Boxford (checked & sealed one (1) scale)	n/c
6.	Boxford Department of Public Works (checked and sealed two (2) gas pumps	n/c
7.	Paisley Farms, 189 Washington Street (2 scales sealed)	\$12.00

Total turned over to the Treasurer	<u>\$78.00</u>
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Robert Cronin
Sealer of Weights & Measures



VNA Care Network, Inc.
2001 Annual Report
to the
Boxford Board of Health

OVERVIEW

In 2001, the VNA Care Network provided public health nursing services for the Boxford Board of Health. A summary of 2001 service delivery is provided in this report for the following service elements:

1. Elder Health Clinics
2. Health Education & Screening
3. Flu Immunizations
4. Communicable Disease Follow-up

ELDER HEALTH CLINICS

SCHEDULE FOR BOXFORD ELDER KEEP WELL CLINICS

*These clinics are free and open to residents age 60 and over. Run by VNA Care Network community Health nurses, services include health assessments; blood pressure screening; weight, pulse, heart and lung monitoring; medication and diet discussion; and blood glucose testing and screening. Appointments may be made by calling the VNA Care Network at (800) 457-8999 ext.1267. The clinics are funded in part by the **Boxford Board of Health** (BOH), Elder Services of Merrimack Valley (ESMV), client donations, VNA Care Network funds and in-kind services.*

Four Mile Village (ESMV)-	1 st Thursday, 9:30 - 11:30 a.m.
Four Mile Village (BOH) -	2nd Thursday, 9:30 - 11:30 a.m.
Four Mile Village (ESMV) -	3rd Thursday, 9:30 - 11:30 a.m.
Boxford Senior Center (BOH)-	4th Thursday, 9:30 - 11:30 a.m.

2001 BOXFORD ELDER HEALTH CLINIC ATTENDANCE

Boxford Board of Health Funded Clinics	<u># Clinic Visits</u>
4-Mile Village	90
Senior Center	<u>85</u>
TOTAL	175
 ESMV - Title III Funded Clinics	
4-Mile Village	175
 CLINIC ATTENDANCE GRAND TOTAL	 350

PUBLICITY

The clinics are advertised on an on-going basis in the *Salem Evening News*, *Tri-town Transcript*, *Lawrence Eagle Tribune*, *Boston Globe* North Weekly Section, and Boxford Council on Aging Newsletter. Listings on Local Cable Access TV will be reinstituted in 2002. Information is also dispersed at Health Fairs and in internal publications such as patient admission folders, which allows for additional referral sources. Clinic schedules are also listed on our web site *VNA Care Network.org*. Postings on other website are made through state of the art technology HEALTH EDUCATION & SCREENING 2001

<u>ACTIVITY</u>	<u># participants</u>
<i>5/24/01 Mini Health Fair</i>	
Cholesterol Screening & Dietary Intervention	20
Blood Glucose Screening	12
Smoking Cessation	12
Health Watch – Emergency Response System	12
<i>Boxford Senior Center</i>	
 HEALTH EDUCATION GRAND TOTAL	 56

IMMUNIZATIONS

VACCINE ADMINISTRATION

Flu Vaccines (<i>given to Boxford Residents aged 18 and over</i>)	191
Boxford Council on Aging	
11/2/01 & 12/7/01	

BOXFORD COMMUNICABLE DISEASE FOLLOW-UP 2001

Lyme Disease	13
Salmonella	1
Giardia	1
Hepatitis C	4
Hepatitis B	2
Hepatitis A	1

COMMUNICABLE DISEASE FOLLOW-UP GRAND TOTAL

22

The numbers of cases followed this year were down from those in 2000 in Boxford. Lyme cases were down by approximately 27% and reportable Gastrointestinal Illnesses were down from 9 cases to 2. The only reportable illnesses that have been on the rise in Boxford are Hepatitis B & Hepatitis C. This state-wide trend is thought to be due to better and more accurate reporting, according to Palma Caron of the Massachusetts Department of Public Health.

ATTACHMENTS:

A. Participant Satisfaction Survey & Needs Assessment

B. Donation Contribution Plan

CLIENT SURVEY RESULTS BOXFORD ELDER HEALTH CLINICS NEEDS AS IDENTIFIED BY CLINIC PARTICIPANTS
--

Boxford Elder health clinic participants responded to a Satisfaction Survey/ Needs Assessment of 2001. The following summaries their responses:

Satisfaction Questionnaire- 2001

1. Your age: 68-80 Sex: Male 14% Female 86% Clinic Site: Boxford
2. The health clinic nurse provides the following services. Which services are particularly helpful to you? Please check as many as you like.

100% Monitoring Your Blood Pressure
28% Listening to Your Heart
14% Listening to Your Lungs
43% Checking Your Weight
71% Discussing Your Medications
71% Discussing Your Health Concerns
29% Checking Your Blood Sugar

29% Health Counseling
14% Teaching of Good Health Habits
14% Referral to Other Community Agencies
14% Early Detection of Health Problems
 - Diabetes Teaching
 - Other, please describe

3. Are there other services that the health clinic nurse could provide?

Please list: The only comment made was "Everything necessary is done."

4. How would you be affected if the health clinic services were no longer available?

Please describe: Please see attached narrative

5. Is the clinic site and time convenient for you? 100% Yes - No

6. How did you get involved in the health clinic program?

<u>-</u> Friend	<u>-</u> Newspaper Announcement	<u>57%</u> Housing Site
<u>14%</u> Doctor	<u>-</u> Hospital	<u>14%</u> Other

7. What do you like about the health clinics? Please see attached narrative

8. How can we encourage other elders to participate in the health clinics?
Please see attached narrative

9. Would you be interested in health education programs on any of the following topics?
Please check if interested:

<u>29%</u> Nutrition	<u> </u> Smoking Cessation	<u>14%</u> Early Detection of Cancer
<u> </u> Home Health Care	<u>14%</u> Heart Health	<u> </u> Depression
<u>14%</u> Staying Fit	<u>14%</u> Diabetes	<u>14%</u> Preventing Urinary
Incontinence		
<u>43%</u> Preventing Osteoporosis	<u>14%</u> Alzheimer's	<u>43%</u> Arthritis
<u>29%</u> Stress Reduction	Prostate	Other:

Health Screening and Prevention Programs such as:

<u>57%</u> Flu Immunization	<u>57%</u> High Blood Pressure	<u>14%</u> Diabetes
<u>29%</u> Pneumonia Vaccine	<u>43%</u> Cholesterol	

list any suggestions you may have.
Keep up the fine work."

10. Are there any home health care services you would like to have available at home?

Please list: Not at present time

11. If you would like a personal phone call to discuss any questions regarding clinic services, or would like more information on home care, please fill in below:

Name: 2 responses were followed up upon

Address:

Phone #:

12. Please add any other comments here:

◆ "Nice program to have."

If you wish to speak personally to the Wellness Division Manager, please call her at 1-800-457-8999 ext. 1285.

Thank you for your time and comments!

SATISFACTION QUESTIONNAIRE NARRATIVE TO THE FOLLOWING QUESTIONS

4. How would you be affected if the health clinic services were no longer available?

- ◆ "I would have a need for checking between Doctors visits."
- ◆ "Sad"
- ◆ "I'd have to go to Dr. office for B.P. check more often."
- ◆ "Greatly missed"

7. What do you like about the health clinics?

- ◆ "Mary"
- ◆ "Mary McComish"
- ◆ "I'm a person not an insurance number."
- ◆ "Very convenient"
- ◆ "It is within walking distance"
- ◆ "Easily accessible"

In response to "which health services are most helpful to you?", the top four in 2001 were very similar to the top four identified in 1995 thru 2000. The major difference is that respondents seem to be more concerned with discussing their health and medication concerns with the nurse than monitoring their weight.

	<u>2001</u>	<u>2000</u>	<u>1999</u>	<u>1998</u>	<u>1997</u>	<u>1996</u>	<u>1995</u>
Monitoring Blood Pressure	100%	100%	93%	85%	100%	100%	96%
Discussing Health Concerns	71%	75%	60%	38%	55%	64%	57%
Discussing Medications	71%	63%	86%	52%	66%	53%	61%
Checking Weight	43%	100%	93%	62%	72%	86%	83%

8. How can we encourage other elders to participate in the health clinics?

- ◆ Advertise
- ◆ Word of mouth
- ◆ Word of mouth to friends and neighbors
- ◆ Post on bulletin boards when and where services are available
- ◆ Speak to them about it
- ◆ Encourage as to help remind

DONATIONS CONTRIBUTION PLAN

A donation container and confidential envelopes are available at clinic sites for those wishing to make donations. In addition, a prominently displayed colored poster continues to enhance donations. Additionally, a letter describing the donation plan is available for all participants. No one is denied services if unable to contribute.

We acknowledge in writing all donations made by check, and new clinic participants receive a contribution letter. Increased donations budgeted in the next year, if received, will be targeted to health education and screening programs.

Donations are deposited immediately following each clinic, and individual clinic accounting records are kept designating all donations in support of the clinic where they were given.

This years donations for all Boxford clinics totaled \$336.

Submitted by:

Susan Hamilton, R.N., M.S.N.
Wellness Division Manager
VNA Care Network
5 Federal Street
Danvers, MA 01923

1-888-663-3688 ext. 1285

PLANNING AND ENVIRONMENTAL PROTECTION

Community Preservation Committee

Conservation Commission

Ipswich River Watershed District Commission

Boxford Land Committee

Planning Board

Zoning Board of Appeals

THE COMMUNITY PRESERVATION COMMITTEE

The Community Preservation Act (CPA) is new legislation that allows communities in Massachusetts to establish a fund that may be spent for certain open space, recreational, historic resource and affordable housing purposes. CPA funds are raised through a local property tax surcharge coupled with revenue from the state. In May 2001, the voters of Boxford adopted the CPA, approving a 3% surcharge on property taxes and exempting low income households, low and moderate income seniors and \$100,000 from the value of each taxable residential property from the surcharge.

Through increased fees at the Registries of Deeds statewide, the state will generate up to \$25 million annually, which will be held in the newly created Community Preservation Trust Fund (CPTF). This fund will be used to provide grants to communities in amounts up to 100% of the surcharge revenue collected by communities that adopt the CPA. It is estimated that Boxford's surcharge revenue will be in excess of \$300,000 for Fiscal Year 2002. Boxford's share of matching state dollars from the CPTF will be determined later in the year.

The CPA mandates that a Community Preservation Committee be formed in each town. It is the committee's job to study Boxford's preservation needs and then make recommendations to Town Meeting on how to allocate the town's CPA funds. An affirmative vote at town meeting is then required before funds can be expended on CPA projects. Boxford's nine-member committee was appointed to one-year terms that expire in June 2002. The committee is looking for public input on potential CPA projects; please contact the committee through the Boxford Board of Selectmen's office (978-352-8021).

Allowable Community Preservation Fund Expenditures

- **Open Space**—The Town can purchase land, easements or restrictions to protect existing and future water supply areas, agricultural and forest land, frontage to inland water bodies, wildlife habitat, nature preserves, conservation land and scenic vistas.
- **Recreation**—Land can be purchased for active or passive recreational uses, including land for community gardens, trails, non-commercial youth and adult sports facilities, parks, playgrounds and athletic fields.
- **Historic preservation**—Funds can be used to purchase, restore or rehabilitate historically significant structures and landscapes.
- **Affordable housing**—Funds can be used to create and preserve housing for low and moderate income individuals and families, including senior housing.

Barbara Jessel, Chairman, "At large" member

Stuart Saginor, Vice Chairman, "At large" member

Judy Carr, "At large" member (Boxford Council on Aging)

Peter Delaney, Housing Partnership Committee

Virginia Havey, Historic District Commission and Historical Commission

Holly Langer, Planning Board

Julia Mathews, Conservation Commission

Nancy Merrill, Recreation Committee

Al Nierenberg, "At large" member

CONSERVATION COMMISSION

The Boxford Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, and is supported by a full-time Administrator, a part-time Assistant Administrator, and a part-time Secretary. The Commission is responsible for administering the provisions of the Massachusetts Wetlands Protection Act, M.G.L. Chapter 131, Section 40, and Regulations 310 C.M.R. 10.00, the Town of Boxford Wetlands Protection Bylaw, Town Code Chapter 192, and Regulations Chapter 375, and several other state and town laws, regulations, and policies. The Commission holds public meetings on the first and third Thursdays each month, plus occasional extra meetings on the second Thursday of certain months. Meetings begin at 7:30 p.m., and are held at the Boxford Community Center, 4 Middleton Road. The Commission's office is located at 200 Washington Street, and the telephone number is (978) 352-2538.

There were a total of 29 public meetings held by the Conservation Commission during 2001, as well as numerous site walks at proposed project sites. There continues to be a large number of new development projects, primarily subdivisions and single-family homes near wetlands, ponds, and streams, as well as projects accessory to existing dwellings near wetland areas. The number of Notices of Intent, which are requests for permits to conduct work within 100 feet of a wetland resource area or 200 feet of a perennial river or stream, increased dramatically in 2001 compared to 2000, continuing a trend since 1999. The number of Requests for a Determination of Applicability, which are requests for the Conservation Commission to determine whether proposed work requires the filing of a Notice of Intent, as well as Determinations of Applicability, decreased in 2001 compared to 2000. The Commission issued many more Certificates of Compliance in 2001 compared to prior years. The number of other permit requests and issuances, as well as enforcement activities, were roughly equal to 2000 totals.

Summary of Application, Permit and Enforcement Activity

1999	2000	2001	Type of Activity
23	37	52	Notices of Intent
30	33	46	Orders of Conditions
5	5	6	Amended Orders of Conditions
3	2	4	Abbreviated Notices of Resource Area Delineation
4	4	2	Orders of Resource Area Delineation
35	29	21	Requests for a Determination of Applicability
37	26	23	Determinations of Applicability
14	12	11	Requests for Determination of Negligible Impact
14	11	11	Determinations of Negligible Impact
35	32	49	Certificates of Compliance
16	10	17	Permit Extensions
11	8	4	Violation Notices
7	6	3	Enforcement Orders
12	10	4	Tickets

Conservation Land Acquisition and Management

The Conservation Commission's primary duties are reviewing and issuing wetlands-related permits and monitoring permitted land development activities, but the Commission also promotes the acquisition of land within Boxford for conservation purposes, and manages all land so acquired. In 2001, the town appropriated \$50,000 for the Nancy Pearl property located on Lake Shore Road near the intersection with Hovey's Pond Drive. This property also includes frontage on Hovey's Pond. The total purchase price of this land was \$100,000; the Town of Boxford and the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT) each paid \$50,000 toward the purchase. The total appraised value of the land was more than twice the purchase price.

The Conservation Commission continues to improve its management of land designated for conservation purposes in Boxford, which totals more than 560 acres. In 2001, Boy Scout Jared Guerin, in consultation with the Conservation Commission, developed a prototype informational bulletin board/kiosk for installation at conservation properties around town. The prototype is similar to the kiosk located at the Wildcat Conservation Area entrance on Herrick Road. Mr. Guerin, who will earn the rank of Eagle Scout as a result of this project, has committed to building and installing kiosks at several conservation properties in town in 2002. The Conservation Commission wishes to give thanks to Mr. Guerin for this project.

Also in 2001 the Conservation Commission designed and approved a fenced-in parking area for Mill Brook Farm Field. The fences will be constructed using donated materials and volunteer labor in the spring of 2002. The Commission hopes that the fences will stop the destruction and disturbance of soil and vegetation in and around the boat launch to Hovey's Pond.

A group of Boxford citizens interested in the management of conservation properties, called the Conservation Land Management Study Group, continues to provide useful suggestions to the Conservation Commission. In 2001, the Study Group provided management suggestions to the Conservation Commission on several conservation properties. Anyone interested in joining the Study Group may contact the Conservation Commission office at 978-352-2538.

Town Landfill

The Conservation Commission continues to cooperate with the Board of Health, Board of Selectmen, and Department of Public Works to resolve wetlands issues that remain to be resolved after the landfill was capped in 1999. In 2001, the town constructed a 10,000 square foot wetland replication area to replace a comparably sized wetland that was filled by the town without proper authorization some years ago. The replication area has been excavated, lined with organic soil, and planted and seeded with wetland plants. In addition, the 50-foot zone around the replication area has been planted and seeded with upland plants in order to create a protective vegetated buffer zone to the newly created wetland.

Staff and Member Training

In November, the Conservation Commission added Ms. Amy Chongris to its staff as Conservation Commission Secretary. Ms. Chongris came to the Commission after working as the Boxford Planning Board Secretary from May to November, 2001. She previously worked for Town of North Andover as the Planning Board's Senior Clerk from 1996 through 1999. The

Commission's previous (and original) Secretary, Jean Irmer, retired after serving the Commission admirably for seven years from 1994 to 2001. We're going to miss you, Jean.

During 2001, long-time Commission member Peter Delaney retired in order to spend more time on other activities, including the Boxford Land Committee. Chairman Jerry Irmer, a long-time member, also retired from the Commission. They both volunteered countless hours to serve the town on the Conservation Commission. Peter Delaney joined the Commission in 1991. Jerry Irmer joined the Commission in 1988, and served as Chairman from 1993 through 2001. The Commission is grateful for the outstanding contribution made by both men.

Member Mary Kehoe also left the Commission in 2001. Mary joined the Commission in 1999, and departed in order to spend more time with her young children. Good luck, Mary.

Pat Morris, Ron Dechene, and Steve Knowles were all appointed to the Commission in 2001. Ms. Morris graduated from Masconomet High School in 1972. After college, she became a Cub and Boy Scout leader and an active member of BTA/BOLT, among other activities. Ron Dechene is also a long-term Boxford resident, the founder of a twenty-year-old environmental controls company, and a lecturer on entrepreneurial and environmental affairs at the University of Vermont. Mr. Knowles is a ten-year resident of Boxford, owns a business in Topsfield, and attended West Virginia University. The Commission warmly welcomes all three new members.

Review of Proposed Natural Gas Pipeline

In the fall of 2000, the Maritimes and Northeast Pipeline Company filed an application for a Certificate of Public Convenience and Necessity with the Federal Energy Regulatory Commission (FERC) seeking approval for a new 30-inch diameter natural gas pipeline on the North Shore. The Town of Boxford and other towns along the proposed pipeline route recommended a change in the pipeline location; an all-ocean route from New Hampshire to Weymouth, MA. Boxford also recommended a different location for the pipeline within Boxford, if an all-ocean route were to be rejected. Specifically, Boxford recommended that the pipeline be installed within the existing cleared New England Power Company power line right-of-way instead of adjacent to it, which would result in far less clearing of mature forest. Unfortunately, FERC disregarded these recommendations and, in December 2001, issued its final approval for the gas pipeline. As this report is being prepared, a public hearing has been scheduled for February 14, 2002, to consider the Notice of Intent filed by Maritimes and Northeast for the pipeline's construction. Maritimes plans to begin construction during 2002.

Special thanks go out again to Jane Coe for her 15th year (!) of outstanding service to the Commission as Minutes Secretary.

Ken Pruitt, Conservation Administrator

Voting members (term ends): Harry Reifel, Chairman (6-30-03); Lana Spillman, Vice-Chairman (6-30-03); Frank DiLuna (6-30-02), Julia Mathews (6-30-04), Pat Morris (6-30-04), Ron Dechene (6-30-03), Steve Knowles (6-30-02).

Associate (non-voting) members: Peter Delaney and Nancy Merrill

IPSWICH RIVER WATERSHED DISTRICT COMMISSION

The Ipswich River has been in the news a lot in recent years, especially since its designation as one of the most threatened rivers in the nation (American Rivers, 1997). Yet many people may not be aware that most of Boxford is in the Ipswich River *watershed* – the land that drains into the Ipswich River. Boxford residents may identify more with some of the watershed's local resources, like Fish Brook, Pye Brook, Spofford, Stiles, Towne, Lowe and Howe Ponds. These waterways and the land around them – like Boxford and Willowdale/Cleveland Farm State Forests, Bald Hill and the John Phillips Wildlife Sanctuary, other local conservation land, and many homes, businesses, town buildings and properties – are all part of the Ipswich River watershed and ecosystem.

The Ipswich River is a unique and special river – an ecological treasure in our midst. The river remains one of the most beautiful rivers in eastern Massachusetts, largely because its watershed was relatively rural and undeveloped for centuries, while river systems to the north and south became developed, industrialized, and polluted. The river also supported a healthy ecosystem of plants and animals that evolved over millennia, dependent upon the river's waters.

The Ipswich River watershed includes a number of ecological jewels, including the beautiful silver maple floodplain forest which stretches from Middleton through Topsfield, several Atlantic white cedar swamps, many vernal pools and even a quaking bog (at the Ward Reservation in Andover). A number of rare plant and animal species are found in the watershed.

The Ipswich River and its watershed are not only important ecologically, but economically as well. The region and river are important recreational destinations for canoeing, kayaking, hiking, biking, fishing, swimming and many other outdoor activities. The watershed supports the region's economy by providing water to more than 330,000 people and thousands of businesses in 14 communities served by public water supply systems – and the drinking water of thousands of Boxford residents who rely on its groundwater aquifers. Unfortunately for the Ipswich River, so much water is now pumped from the river and its aquifers that the upper Ipswich River is literally pumped dry, sometimes for months at a time. The effects of dams and other flow-alterations (including paving over and developing land) also contribute to the flow woes of this threatened river.

Recent studies by the United States Geological Survey found that the extreme low-flow conditions of the Ipswich River are not naturally occurring. Flows are approximately 1/10th of what they would naturally be in summer in the upper Ipswich River. The primary factor is the pumping by municipal groundwater wells. Summer water demand – which is 2-3 times higher than the rest of the year because of lawn watering – is the main culprit. Another important factor is the loss of groundwater recharge – the ability to refill the aquifers that supply flow to the river in summer. When development occurs, it can result in paving and building upon these “groundwater recharge” areas, which means less water stored to supply the river – and all the people – during the summer. The effects of dams – several on the mainstream and many more on the tributaries such as Fish Brook – have not yet been studied.

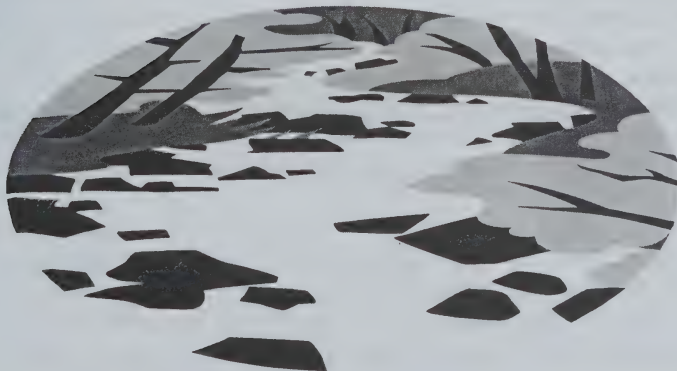
What does this mean to you and what can you do about it? Well, as citizens of the watershed, we are all part of the problem. Our everyday activities (such as taking care of our yards, driving our cars, and even what we pour down the drain) affect how clean the water is and how much water there is left in our streams and rivers.

The good news is that we can all be part of the solution too. Saving water is the first order of business – especially limiting summer water use. Lawns that go brown during droughts will green up again when the rains return, but fish aren't so lucky, and have nowhere else to go. Also, keeping water clean continues to be a high priority – making sure your car doesn't leak oil; using organic materials and native plants in landscaping, and avoiding chemical fertilizers and pesticides; using non-toxic alternative household cleaners and solvents; and disposing of hazardous materials properly.

If you would like to learn more about how to restore the Ipswich River to health, you may contact the Ipswich River Watershed Association at 978-356-0418. The Ipswich River Watershed Management Council is a stakeholder group that meets regularly to consider what approaches are most promising to restore the Ipswich River to good health. For more information about the Council, call Rich Tomczyk at 978-661-7817.

Stuart Saginor

Boxford Representative, Ipswich River Watershed District Commission



BOXFORD LAND COMMITTEE

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from the Finance Committee, and two Members at Large. Our charge is to categorize and prioritize parcels of land for open space, conservation, active recreation, and municipal needs, conforming to the Master Plan and the Open Space Plan whenever possible.

During 2001 the Land Committee reviewed various parcels of land throughout the town and purchased the Pearl property on Hovey's Pond. In December the Land Committee and the Board of Selectmen heard a presentation from C. M. Realty Trust regarding the potential revision of the Town line between Boxford and North Andover in an effort to protect Open Space in Boxford. The Land Committee is currently looking at various parcels with a focus on active recreation and a possible third school site.

For 2002 the Committee will meet on the second Wednesday of each month at the Community Center. This upcoming year the Committee hopes to focus on municipal needs and work with other town committees to determine how best to meet the long and short term needs of the town.

Current members;

Peter Delaney (Associate Conservation Commission) Chairman

Bob Gore (Planning Board)

Peter Bernardin (Finance Committee)

Natasha Grigg (Member at Large)

Linda Young (Member at Large)

PLANNING BOARD

Subdivision Activity

The Planning Board received one Preliminary Subdivision during this fiscal year, but it was never filed as a Definitive Subdivision. The Board also received 2 submissions for Definitive Subdivisions in 2001: the Definitive Subdivision on Johnson's Pond proposing 11 lots (2 are existing with 9 newly created) and the Definitive Subdivision of Lauren Woods adding 3 lots. Twelve lots were added compared to 29 lots in 2000. Both subdivisions were undergoing review throughout the year.

Approvals Not Required

The Board reviewed 22 applications under the process of "Approvals Not Required" (ANR) dealing with lot line changes and new lot creations. A total of 11 lots were created, whereby lots with sufficient frontage and which meet other conditions under the zoning bylaws are approved without having to go through the subdivision approval process.

The total number of lots created through subdivisions and ANR's was 23 compared to 43 lots created in 2000.

Scenic Roads

The Town voted many years ago to designate all roads, except for numbered highways, in Boxford as scenic roads. This allows the Planning Board to regulate tree cutting and removal/alteration of stone walls on land that is the Town's and which helps preserve the Town's rural appearance. Violations result in the application of a fine of \$250 per tree or stonewall removal and required tree planting or stonewall repair in lieu of the fine.

Eight public hearings were held for tree cutting and/or stonewall modification in 2001. This compares to 9 public hearings in 2000 including 1 hearing for a stonewall violation resulting in the application of a fine until action was taken to rectify the stonewall removal.

Zoning Board of Appeals

The Town's Zoning Bylaw requires that the Planning Board make a recommendation to the Zoning Board of Appeals (ZBA) for each appeal, application, or petition that comes before them. In order to represent the Planning Board's recommended position on the matter, the Planning Board assigns a liaison to sit as a non-voting member during the ZBA hearings. The Planning Board reviewed a total of 28 ZBA cases in 2001.

Other Activities

The Planning Board took an active role in a survey about the need of elderly housing in Boxford. The Board also rejoined the Merrimack Valley Planning Commission (MVPC) to take advantage of services that would be available to Boxford. The Board supported the passage of the Community Preservation Act at the Boxford Town Meeting.

With the support of the Planning Board, BTA/BOLT received a grant from the Essex County Foundation to have Boxford's bylaws and open space plan evaluated by Randall Arendt, a noted planner and author of conservation subdivisions.

Sherry Baers, Planning Board Administrator since 1997, left her position this year. Leonard Phillips has replaced her. We thank Sherry for her good work and are pleased to have Len on the team.

Board Membership

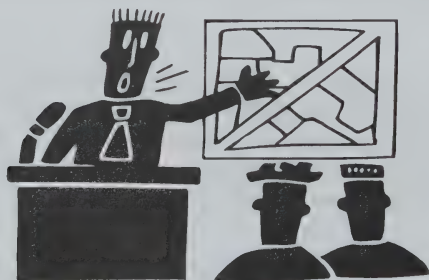
Boxford is a town of volunteers; many serve and few are paid. Accepting a role in Town government is not a modest undertaking and we are proud to present each member.

Bob Gore	Chairman, Land Committee Representative
Bob Ford	ZBA Representative
Holly Langer	Subdivision Committee, Merrimack Valley Planning Commissioner
Ellen Nestervich	Planning Board Clerk
Larry Simeone	
Joseph Hill	
John Kerney	

Neil Olansky very helpfully served on an interim basis for 6 meetings prior to the spring election. Joe Hill and John Kerney began service with the spring election.

On a more somber note, Craig Falk, our esteemed colleague, leader and advisor for over 30 years, passed away after suffering a serious stroke this year. To say that he is missed is a tremendous understatement, however Craig has left a wonderful legacy and example of service to the community.

Robert C. Gore, Chairman



ZONING BOARD OF APPEALS

The Zoning Board of Appeals heard 21 new petitions in 2001. Their caseload was down from a very active 2000 when the board heard 38 new petitions. The applications that were filed with the board represented 19 special permits, 1 variance and 1 appeal of a decision made by the Inspector of Buildings.

Of the special permits, 13 were granted, 2 were denied, 2 were withdrawn without prejudice and at the date of this writing 2 are still pending before the board.

Of the one variance filed for relief of a specific zoning issue it was granted.

Regarding the application to appeal a decision made by the Inspector of Buildings, the petitioner asked that the petition be withdrawn without prejudice, which was granted by the board.

As in past years, the board met outside its normal once a month meeting to accommodate petitioners and to take site walks on specific issues. Also, the board reviewed and rewrote its rules and regulations and hope to have a special meeting in 2002 in order to finalize and vote on them.

Court rulings are still pending on four cases before the board. Ingaldsby Farm Stand, John Sanidas, Richard Arnone and James and Carolyn Tanner, who were denied in the summer of 2001 to expand their existing animal hospital.

The board plans on focusing attention to standardizing conditions on written decisions in the year 2002. They are also seeking one alternate position as alternate member John Ferrante resigned from the board in the fall of 2001.

William R. Cargill, Jr., Chairman
Robert W. Conroy, Vice Chairman
Richard Tomczyk, Clerk

Alternates:

Douglas Stuart
Barry Hutchinson

COMMUNITY SERVICES

Boxford Cultural Arts Council

Boxford Bay Circuit Program Committee

Cable Television Advisory Committee

Computer Management Committee

Council on Aging

Boxford Historic Districts/Historical Commission

Recreation Committee

Boxford Athletic Association

Recycling Committee

Veterans' Graves Officer

Veterans' Services

BOXFORD CULTURAL COUNCIL

The intent of the Massachusetts Cultural Council is to “stimulate and encourage the arts and humanities on the cultural level.” This is done through direct grants to individuals and organizations. The MCC receives its funding from an annual state appropriation, which is in turn redistributed by them to individual cities and towns.

This year Boxford received \$3300.00 from the Massachusetts Cultural Council. We also received \$3000.00 from the Town of Boxford, which entitled us to a Matching Incentive Grant from the MCC of an additional \$3000.00. The Council is responsible for setting the guidelines for the use of the funds and determining if allocations for funds comply with these guidelines.

Pending State approval, we are pleased to grant the following funds for the fiscal year 2002:

LOCAL CULTURAL COUNCIL

Boxford Town Libraries - Reptile presentation	155.
Boxford Town Libraries - Ticknell-Bates story tellers	300.
BTA/BOLT - Four Nature Walks	260.
N.S. Youth Symphony Orchestra	250.
Barbara Keiter - Mixed Media Mural for Seniors	265.
Brad Sweet - Video Supplies	150.
Ruth Horcovitz - Soprano for Seniors	550.
Masconomet - Presentation of Three Mill Girls	430.
Donna McArdle - Harvest Cook Books	500.
Linda Greenstein - Boxford Heritage Farm Trip	<u>740.</u>
subtotal	\$3600.

PASS GRANTS

Masconomet - A Christmas Carol	200.
Masconomet - Peabody Essex Museum	250.
Masconomet - Tsongas Industrial Center	<u>250.</u>
subtotal	\$700.

LOCAL CULTURAL COUNCIL ORIGINATED

Boxford Music Festival	<u>\$2000.</u>
TOTAL	\$6300.00

The remaining \$3000 is to be used for discretionary funding for independent Boxford Cultural projects.

Grant applications for the 2003 year will be available in late summer at both Libraries and Town Hall, or the MCC website: www.massculturalcouncil.org/applications/lccapp.html.

Susan Davis, Chairperson
Dorethea Ebert, Treasurer
Linda Sargent, Secretary
Ann Haviland

Barbara Keiter
Joanne Parcellin
Brad Sweet

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE

The Bay Circuit Alliance Annual meeting was held in December 2001. Chairman Alan French reviewed the progress to date on the trail gaps that still exist along the 210 miles Bay Circuit. State transportation agencies or large private utility and rail companies control most of the 50 miles of gaps. We obtained one-day permissions to traverse gap sections during Trek 2000. Alan is working hard to gain permanent protection along the entire Bay Circuit route.

This Boxford Bay Circuit Committee pays an organizational member (voting) fee of \$25 to the Bay Circuit Alliance. This fee is paid out of the Selectmen's budget. Individuals (non-voting) memberships in the Bay Circuit Alliance start at \$15.00. Dues & Grants support Bay Circuit Alliance operations. BCA's office is at 3 Railroad St. Andover, Mass. 01810. BCA can be contacted by phone - (978)470-1982; e-mail - baycircuit@juno.com; or Internet - www.baycircuit.org.

Alan French, Charlie Tracy, from the National Park Service Rivers, Trails & Conservation Assistance Program, and Nancy Merrill met with George P. McCabe, Grants Coordinator in US Representative Tierney's office in Peabody to review the Rowley gap progress along the new railroad service from Newburyport to Ipswich.

Local artist Edith Wright to tell the story of the Bay Circuit Trek of 2000 created a "Cabinet of Curiosities" exhibit. The National Park Service, Rivers & Trails Program, sponsored this project. This exhibit is traveling to the libraries and town halls in the Bay Circuit communities. This exhibit started in Kingston and Duxbury in June 2001. Later this year, we expect this "Cabinet of Curiosities" to arrive in Boxford. The purpose of this exhibit is to "satisfy your *curiosity* about how an extraordinary conservation partnership to protect **a continuous recreational trail corridor accessible to all, linking the parks and open spaces surrounding metropolitan Boston** is progressing."

Dick Watson and Dave Hall walked the entire trail from north to south checking on marking. They sent each Bay Circuit committee a report. While Boxford's report was quite good, there were several sections that needed markers. Thanks to Jean Dewberry, Alison Chase and Andrew Plucinski for following Dick's suggestions. Please let the committee members know if you think more marking is necessary.

The Boxford committee has five active members. We accepted with regret the resignation of Jean Dewberry. Jean worked tirelessly on many projects, including the 1997 revision of the Bay Circuit Guide to Walks in and around Boxford, Boxford coordinator for the 50 mile run for two years, and trail marking. This committee was established with seven members. We encourage trail enthusiasts to join this committee.

The Bay Circuit Guide to Walks in and around Boxford (also includes North Andover Bay Circuit trail) may be purchased for \$10 (\$8 for BTA/BOLT members) at the BTA/BOLT office and at the Boxford Town Hall.

Committee members:

Nancy Merrill
Alison Chase
Beverly Ingalls
Andrew Plucinski
Deborah Siebols
Jean Dewberry – resigned 2001



BOXFORD CABLE TELEVISION ADVISORY COMMITTEE

Committee members are: Brad Sweet, Chairman; Joe Cameron; Andy Teichner.

During the course of the year, public meetings were held at the Community Center on the following dates: May 15, June 5, July 10, August 16, September 18, and December 5. Minutes from those meetings are available via the internet at the following URL: <http://BoxfordCable.BradSweet.com>.

The May 15 meeting featured a presentation by Brian Merrick, Municipal Liaison, Massachusetts Department of Telecommunications and Energy, Cable Television Division. Mr. Merrick presented an in depth overview of the *Cable Franchise Renewal* process, during which he outlined the roles of local and state government committees and agencies, as well the role of incumbent service provider, currently AT&T Broadband (formerly Media One). In the spring of 2002, the Boxford Cable Committee will formally initiate the license renewal process.

During the past year, committee members helped coordinate resources at AT&T Broadband to resolve specific technical issues encountered during the successful installation of a town wide area network. This project, initiated by the Computer Study Committee, links all of the computers in the town offices and buildings together using the I-Net institutional loop supplied by AT&T Broadband.

Members of the committee also participated in the New Town Hall space-planning segment by providing requirements for a small studio to control remote cameras setup in the two proposed conference rooms. The design of this control room also included an area for 3 equipment racks, which would allow live and taped broadcasts on Channel 10 to be originated from the proposed Town Hall site. Although this space is not large enough to accommodate all of the older analog tape editing technology currently in use at the Boxford studio now located in Beverly, the space at the proposed Town Hall could accommodate digital editing technology using desktop computers.

Brad Sweet represented Boxford at the 12/12/01 public forum in Marlboro hosted by the Massachusetts Department of Telecommunications and Energy, Cable Television Division. This meeting was in response to AT&T Broadband's July 1, 2001 rate hike affecting the portion of the cable bill entitled "Basic Service". Rate hikes for other services, including Expanded Basic Service, Premium Packages and internet service, are not subject to Federal or State regulations. According to AT&T Broadband representatives, although Boxford residents could legally have been charged up to \$6.45 per month for Basic Service, AT&T Broadband has elected to charge residents only \$5.89 per month for the 2 years. The cost of acquiring sports related content, specially ESPN and NESN, has increased 75% over the past 3 years and is the single largest contribution to the price increase in Expanded Basic Service. Another rate hike is scheduled to go into effect January 1, 2002.

The primary focus for the first half of 2002 will be the initiation of the Formal Review Process for the renewal of the cable franchise with AT&T Broadband. This process is expected to take up to, but not more than, 3 years. Our current franchise agreement will expire in February of 2005.

The second focus for the committee will be to continue to monitor levels of service, both in terms of signal quality and timeliness and quality of customer service from AT&T Broadband. The committee needs your well documented, written input in order to effectively monitor this area. If you do experience service related problems, such as outages, billing errors, missed appointments for installation, etc., please document this in writing to AT&T Broadband and send a copy to the Cable Committee at Town Hall.

The third focus for the committee will be the proposed merger of AT&T Broadband with Comcast, which will create the single largest cable television franchise in the USA. Although law limits the committee's jurisdiction, we want to ensure that all parties involved in this merger hear your concerns and opinions.

As always, the committee's primary objective is to represent your interests, therefore we solicit and welcome your comments and input.

Bradley A. Sweet, Chair
Joseph Cameron
Andy Teichner



COMPUTER MANAGEMENT COMMITTEE

The Town completed two major objectives during 2001; the completion of Phase 2 and Phase 3 of the Town's network. Phase 2 consisted of the completion of the Town-wide network via the AT&T I-Loop. Most Town facilities are now connected, and can enjoy the benefits of enhanced communication via e-mail and file and printer sharing. Phase 3 consisted of the Town's Internet connection and the installation of a web server for the upcoming web site. The Town can now begin the full-scale deployment of its web site, and offer many Town services to the residents via the site.

In addition to the two projects described above, there are related activities that have not been defined as part of the phase approach, but were necessary in order to provide the security necessary on any production network. The Town's web server is serving double-duty as its anti-virus management server, which can prevent the destruction of valuable data via incoming viruses.

While it is not the direct responsibility of the CMC, we have assisted the ad-hoc Web Committee to begin development of the Town's web site. The Web Committee and CMC have completed a model for the site, and can now begin to fully develop the site for public deployment. This year, the CMC will separate from the Web Committee, but we will assist them whenever required, and provide any technical support they may require in order to install the site on the new web server, and allow modifications of the site by Town employees.

Over the next year, we will continue to assist the Town while it upgrades and replaces aging technology, and installs new hardware and software. As the network and equipment ages, we will face new challenges, such as supporting hardware as it falls out of warranty, coping with growth of data storage requirements, and matching the technology with its uses. We look forward to the challenges.

The Computer Management is:

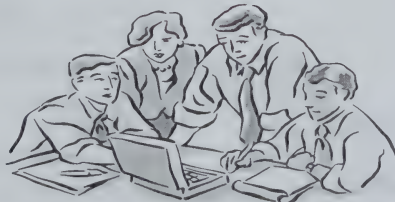
David Manzi (Chair)

Russ Larson

Peter Clark

Randy Castle

Kirk Jones



COUNCIL ON AGING

Our mission is to advocate for older adults, help meet their health, economic, social and cultural needs, encourage maximum independence and improve their quality of life.

Once again, I would like to say **Thank You** to our Volunteers for working so hard for the Council. In the calendar year 2001, a total of 3,235 volunteer hours were delivered to the town and more than 88 men and women participated in this effort. We operate with a small paid staff and a large corps of dedicated volunteers.

SENIOR TAX CASH & TAX ASSISTANCE PROGRAM: The seniors who participate really enjoy their work and the town departments need their help. Our Tax Cash and Tax Assistance Programs accrued 1,490 or more hours and allowed 19 participating seniors a tax break of up to \$500 of which most apply to their real estate taxes while working in capacities such as teacher's aide, clerical worker, receptionist, library worker and office worker.

Among the services the COA provides, the following are the most frequently used:

MEALS ON WHEELS: This is a program that serves nutritious, hot meals to qualified seniors who have trouble getting their own meals. Our volunteers served 2,340 meals in 2001.

SOCIAL MEALS SERVED AT THE CENTER: We serve congregate meals on Tuesdays and Thursdays from September through May. We served 1,005 meals last year. We are still endeavoring to get a grant to allow us to serve at least one hot weekly meal in the summer months.

CLINICS: Over 236 seniors participated in our free weekly blood-pressure clinics. We also offer flu and pneumonia clinics. Over 704 town residents participated in the free flu clinic.

TRANSPORTATION: Our NEET program continues to provide transportation to doctor's appointments, hospital visits, and twice-monthly grocery shopping. Our volunteer drivers tirelessly and enthusiastically give their time to make this program possible. Seniors used this service 765 times in 2001.

ASSISTANCE: We have trained personnel who assist in the following *Free* services:

Income Tax Preparation & Assistance	Mr. Fix It
Free Home Heat	Outreach
Legal Assistance	Fuel Assistance
Assistance for In-Home Care	Dental Screenings
Shopping	SHINE-Health Insurance Advice
Referrals	Handicapped Equipment Loans
Pneumonias Vaccines	Wellness Clinic
Property Tax Abatement Assistance	Flu Clinic
Health Fair	Inspection for Smoke Detectors
Listening Devices for the Hard of Hearing at Town Meetings	Smoke Detectors

PROGRAMS AND CLASSES: We offered computer classes, exercise, line dancing, decoupage, bingo, hiking, historic walks, Friendship Club, the Great Group, massage, Game Night, the Wellness Clinic, Free Music Theatre Tickets, Tai Chi and Reiki. We also had seminars about Social Security, Medicare, HMO's, Operation Concern, Inspection and Placement of Smoke Detectors, the New Police Station, Stress Management, Changes in the Essex County Sheriffs Office, Opportunities for Volunteers, Health Care Changes, the State Pharmacy Program and Circuit Breaker Legislation.

BULLETIN: This monthly publication is delivered to all Boxford seniors 60 and over. It includes a calendar of events, a list of upcoming trips and interesting articles like the following titles that we published last year: Senior News Events, Avoiding Scams, Health Fairs, Free "Stuff" for Seniors, Are You Qualified for a Property Tax Abatement? Social Security Benefits, T Passes, Energy Assistance Programs, Listening Devices for Hearing Impaired, Senior Pharmacy Program, Community Preservation Act, Pension Questions, Hospice Programs, Skin Cancer, Prescription Drug Plan, Available Town Computers, Changes in Medicare Benefits, Fuel Assistance, IRS Withdrawal Rules, Hearthstone Foundation, Circuit Breaker Law, Smart Things To Do While You Age, Tax Incentive Programs, File of Life, Extra Dialing When Phone Calling, Arthritis, Buying a Computer, Buses to Boston, Short Walks Around Town, The Right Time to File for Medicare, Senior Globe Discounts, Operation Concern for Boxford Seniors, Homestead Act Protection for the Elderly and Disabled, Health Plans, MBTA Passes and Lifeline/Personal Response Systems. We also inform seniors about the books and pamphlets that are available at the COA and sometimes, if we have space, a great fun article.

SPECIAL EVENTS: Besides offering one low-cost trip a month, we have a St. Patrick's Day Party, a Summer Cookout and a party for Older Americans Day.

TRIPS: We offered over 31 trips in 2001.

GRANTS: We were awarded \$3,585 in grants from Elder Services mostly to pay for a part-time social worker, dues and courses and we are endeavoring to get a grant for a senior summer lunch program.

Although we are a small department with a small staff, we have accomplished much this year for Boxford's seniors and we would like to do more next year. Our volunteers enable us to do what we do. Working together we can accomplish our goals and make 2002 a terrific year.

Board of the Council on Aging:

Kathie Canonica, Chairperson

Diane Marsh, Secretary

Robert Price

Joan Tarleton

Gloria J. O'Leary, Director

Judith Carr, Vice Chairperson

Richard Taylor

Marjorie White

HISTORIC DISTRICTS COMMISSION

The Boxford Historic Districts Commission was established in 1971. Our jurisdiction is the Boxford Village Historic District and the Howe Village Historic District. We follow the Massachusetts General Law C.40C., the purpose of which is to promote the distinctive characteristics of buildings and historic places, as they relate to and profile the history of the cities and towns of the Commonwealth.

In our continuing effort to make it easier for applicants to apply and go through the process of being granted a Certificate of Appropriateness, we have placed copies of our Design Guidelines at the Town Clerk's office. They have also been sent to the real estate offices in Boxford and in the major markets surrounding the towns. The fee for applications is \$10.00, payable to the Town of Boxford.

The commission agenda in 2001 included thirty-one Certificates of Appropriateness and four Certificates of Non-Applicability.

Melanie Pearsall, a resident of the Howe Village District, joined the Historic Districts Commission this year. Melanie is a welcome addition to the commission, as we have not had the voice of a homeowner of that district on the commission in several years.

The Historic Districts Commission meets on the fourth Wednesday of every month at 7:30 PM in the Community Center. The purpose of the meetings is to hear and act on requests for Certificates of Appropriateness, Certificates of Non-Applicability or Certificates of Hardship. We encourage and welcome all interested residents and guests to attend.

Wendy Perkins
Chairman

Members:

Virginia Havey, Vice Chairman
Jeff Hermanson
Michael Loring
Nancy Merrill
Melanie Pearsall
Anna Plucinska
Valerie Vitale, Clerk

BOXFORD HISTORICAL COMMISSION

The Boxford Historical Commission is responsible for community-wide preservation planning. This past year we have been involved in the following projects:

Little Red School House

We recently regretfully accepted the resignation of Brenda Stickney as President of the Friends of the Little Red Schoolhouse. Brenda spent many years on this project, had started to get a committee together and was finally awarded an \$8,000 grant from Essex national Heritage Commission this year. We thank her for a job very well done. The Commission has two members on the Board of the Little Red Schoolhouse: Virginia Havey and Wendy Perkins. We are looking for volunteers to continue the fund drive and to complete the renovations. We are also interviewing community groups that would use the building for their meetings.

Demolition Delay

This coming year we will be sponsoring a Demolition Delay By-Law for preservation of buildings and structures in the entire community, not just the historic districts. We have lost several historically significant properties because we have not had this by-law in place. The by-law would allow a period of six months for another party to either purchase, move or relocate a structure of historic significance.

Community Preservation Act.

Virginia Havey represents the Commission on the Community Preservation Committee. One of the projects that we will undertake this coming year is an inventory of all the historic dwellings in the town of Boxford,, not just in the two historic districts. This will accomplish two goals for Community Preservation: to update the inventory that was completed in the 1970's and to assist in identifying possible affordable housing projects in the future.

We are looking for volunteers to assist in the inventory process. Please call Wendy Perkins (978) 887-9895 if you would like to be a part of this project.

Wendy Perkins
Chairman

Members:

Virginia Havey, Vice Chairman
Jeff Hermanson
Michael Loring
Nancy Merrill
Melanie Pearsall
Susan Peterson
Anna Plucinska
Valerie Vitale, Clerk



RECREATION COMMITTEE

The Recreation Committee continued to work toward the completion of several field projects and the improvement of the existing fields and trails in 2001. The new facilities available and projects completed during 2001 are:

- After the completion of construction in the fall of 2000, Cargill Field contains two baseball fields that were used by the baseball program in the 2001 spring season.

Chadwick Field now contains three (3) soccer fields with the completion of Chadwick 3. The soccer program utilized the field beginning in the fall of 2001.

- The installation of a new baseball backstop at Boy Scout Park.
- The resurfacing of the two tennis courts adjacent to the police station.

Since the town allocated the necessary funds to complete several renovation projects to the fields and the decision to involve Peter Durkee and the DPW in the maintenance of the fields, the town athletic programs have been able to keep up with the increased enrollment, but more importantly provide safe playing facilities for all participants. Thanks again to Peter Durkee and the DPW.

The BAA athletic program continues to grow with over 800 children, ranging from 5 to 16 years of age involved in the fall and spring soccer program. The winter basketball program has 600 participants, spring baseball 400 participants, men's summer softball league 175 participants and girl's softball 80. In addition, the MASCO athletic programs have utilized the fields throughout the spring, summer and fall due to the construction at the high school.

TRAILS

Under the direction of Nancy Merrill, this fall a large group of volunteers installed three boardwalk sections along the muddy sections of the Esker Trail that runs through Cleveland Farms State Forest and connects to the Willowdale section of the Bay Circuit Trail System. The funds to purchase the materials for the project were provided by the Boxford Recreation Committee and BTA/BOLT.

Cleveland Farms State Forest was purchased by DEM, with a contribution from the Boxford taxpayers through the Conservation Fund, which is administered by the Boxford Conservation Commission. This forest is an important open space parcel that connects the Willowdale Forest and the recently purchased Perkins woodlot by BTA/BOLT. This will allow the Bay Circuit Greenway to keep expanding.

Special thanks to following people: Nancy Merrill for her time and effort in working with the Conservation Commission and for organizing and directing the process.

Connor Lincoln who thought through the project, ordered the materials and directed the work, and to Len Gibley and John Geibel for the donation of equipment and many thanks to the volunteers that helped in the construction of the boardwalks, David Lincoln, Peter Bernardin, Angela Steadman, Ralph Abruzese, Carlene White, Kelly and Adam Hill and daughter, John and Justin Geibel, Christy and Bob Cosgrove, Tom, Matt and Andrew Brown, Steve and Carol Davis, and Jim Gregory.

Also, thanks to the volunteers of the Boxford Conservation Commission for approving the work and to Ken Pruitt, the Boxford Conservation Administrator for his advice. Thanks to Joe and Meredith Zafonte for the engineering design and to Pete Carlson, DEM Regional Trails Coordinator and Region II Supervisor for his support and approval of the project.

If you would like to see the newly installed boardwalks or experience the extensive trails system in Boxford, Jean Newberry and Alison Chase leads walks in Boxford and other public places. The groups meet at the Community Center every Tuesday morning at 9:15 AM and returns by noon. All are welcome to join the walks.

CAMP STEPPINGSTONE

Under the direction of John Rowen, the construction of a gray water disposal system was delayed due to state regulatory agencies. The completion is anticipated in the summer of 2002. All costs are shared with the Greater Lawrence Educational Collaborative. The continuing improvements have enhanced the value and utility of the property and increased the functional use for our tenants, the Boy Scouts, Girl Scouts and town residents.

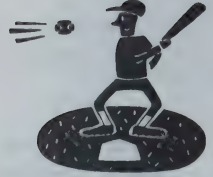
FOURTH of JULY

The Fourth of July Parade in conjunction with the BAA sponsored Road Race was a big success. Thanks to JoAnne Gibley and all of the volunteers for a great turnout and road race and to the MASCO girls soccer team for the food and drinks, Chris Wolz and friends for assistance with the parade and to the judges for their time and effort in making the parade and festivities and huge success.

After many years of service, Lari Hamel-Wolz stepped down as Chairperson of the Recreation Committee. Lari was instrumental in working with Town Selectman and various town boards to secure the necessary funds to complete the renovation of the Chadwick soccer fields and Cargill baseball fields. She also took the lead in establishing a preventive maintenance program for all the town athletic facilities. On behalf of the Recreation Committee, I would like to thank Lari for the countless hours and effort that she gave to the Recreation Committee over the years.

Tom Brown, Chair
Nancy Merrill
John Rowen
Joe Martinho

BOXFORD ATHLETIC ASSOCIATION
PO Box 100
Boxford, MA 01921



The Boxford Athletic Association is a volunteer, non-profit organization established in 1960 to organize and administer sports and recreational activities for the Boxford community. All boys and girls, regardless of ability, are invited to participate in the different sports according to their various age groups.

The primary goals of the BAA sports programs are: to encourage physical fitness, to teach individual sports skills, to give participants an opportunity to compete in a team sport, to encourage team cooperation, to create a spirit of sportsmanship and to have fun!

Many things have changed in children's sports in recent years. The Boxford Athletic Association is sensitive to these changes and has tried to adapt accordingly. We have increased communication to residents through our newsletter and through our website www.baasports.com. We have adopted a **Coaches Standards of Conduct**, and, more recently, **Parent & Player Standards of Conduct**. We require all coaches/assistant coaches to undergo a background check, before working with our youth. We have instituted a grievance policy to follow, should you disagree with a decision made on behalf of you or your child. We have changed our age policy in soccer, allowing children, previously too young, to play with their grade peers if they wish. We have worked cooperatively with the Recreation Committee and the Department of Public Works to secure fields to play on for the increasing number of participants.

Our programs include:

Baseball – A spring sport serving approximately 450 youth ages 5-15. The program is divided into the following leagues: Farm, National, American and Babe Ruth. There is also a summer all-star program.

Basketball – This program is open to the youth of the tri-town area, grades 1-8. During the winter months, the 70 teams and 600 youth that participate, play in gyms across the tri-town area. The intramural program goals are, to encourage participation and develop basketball skills. The traveling program exists only for grade 5-8 and is a competitive one that requires try-outs. Non-competitive adult programs, for both men and women, are run weekly at Cole School.

Stiles Pond Beach Program – A full-scale swim and recreation program is offered during the summer months at Stiles Pond. Membership is open to all Boxford residents. Guests are welcome for a nominal fee and Red Cross approved swim lessons are offered in July for an additional fee.

The beach program offers a well-maintained sandy beach with Red Cross certified lifeguards and the cleanest fresh water pond in Eastern Massachusetts. There is a convenient full-service snack bar, which is open during prime hours. In addition, there are rest rooms, outdoor showers, basketball court, volleyball court, playground area, picnic tables, docks, floats, canoes, paddleboats and kayaks.

Road Race – The road race is a popular five-mile competitive race, open to the public. For children there is a one-mile fun run and a three-mile walk for fitness. The proceeds allowed the BAA to donate \$600 to the Jennifer Tinney Scholarship Fund in 2000.

Soccer – Outdoor soccer consists of two seasons, fall & spring. Our program is affiliated with the Massachusetts Youth Soccer Association (MYSA). Approximately 840 boys and girls participate in this sport, which is open to ages 5-17.

Men's Softball – The men's over-30 softball league starts play in mid-June with a playoff champion crowned by Labor Day. The recreational league is made up of 11 teams in two divisions. Each team plays two games per week. Over 200 Boxford men play in the league. The tryout/draft is held mid-May.

Girl's Softball – The spring program is open to girl's grades 3-9. It is a competitive program that plays teams from neighboring towns. The summer program, open to girls grades 1-10, is less competitive. There are approximately 120 girl's that participated in 2000.

Visit our web site at: www.baasports.com

2001 Board of Directors & Members

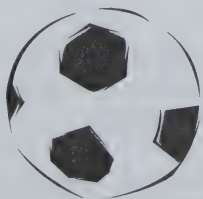
Norino Mirra, President
Dan Picariello, Past President
Carie Peterson, Secretary

Kevin Connors, Vice President
Thomas Brown, Treasurer
Rick Cashin, Assistant Treasurer

Baseball - Dave Greeley & Kevin Connors
Basketball, Boys – Wolfgang Krull
Basketball, Girls – Donna Kendall
Beach, Rick - Cashin
Fields Committee - Tom Brown
Road Race - Mary Kepple & JoAnne Gibely
Soccer - George Kendall
Softball - Girls', Doug Balek
Softball - Men's, Andy Fraser
Newsletter & Website - Donna Kendall
CORI – Deb Connerty

Other Board Members

Peggy Freeman
David Hilton
Chris Hooven
Pat Riccardi



RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 2001 our town recycled 37 % of our trash. We successfully fulfilled the eligibility requirements for two more phases of the Municipal Recycling Incentive Program (MRIP) and received some reimbursement monies for our recycling tonnage. These monies are kept in the Recycling Revolving Account to offset our expenses at the Drop-Off Center. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; the trash sticker fee covers this expense. However, there is a charge for some of the items at the Drop-Off Center, 7 Spofford Road. Residents are encouraged to pay any fee at the Drop-Off Center by checks made out to the Town of Boxford.

Cooperative, successful, continuing events this past year included April Earth Day celebrations in conjunction with the Garden Club; our fifteenth annual household hazardous waste collection day with the towns of Topsfield and Middleton in November; and two computer drop-offs with the Recycling Committees in Middleton and Topsfield.

In cooperation with the Garden Club who has long advocated for more & better trash barrels at Town ball fields, our committee, the DPW, the recreation committee and BTA/BOLT donated & designated funds to purchase 8 trash barrels. We investigated & chose barrels for quality, price, recycled content, being covered and ease of emptying.

Unfortunately, we have had to stop collecting polystyrene, "Styrofoam", as our vendor for the past 10 years went out of business and the only other vendor we could find is much too costly. We suggest residents contact their nearest Mail Boxes, Etc. regarding their acceptance of packing foam. We have also put any further town-wide furniture pick-up on hold as our former vendor was unsatisfactory. We encourage residents to directly call organizations like the Salvation Army and Big Brothers/Big Sisters to arrange for individual home pick-ups of useable furniture donations.

Two positive notes: our Town received a small state grant for signs for the Drop Off Center and has agreed to purchase recycled copy paper for all town offices, even if it is more costly than virgin paper. The cost difference will be picked up by the funds returned to Boxford from our MRIP grants.

We had high hopes of relocating the Drop-Off Center this year, but we are still waiting on a site survey to be completed before we can petition DEP to move to a bigger, more user-friendly site with the long awaited "Take It or Leave It" Shed.

In December our Committee was saddened to learn of the stroke that has incapacitated our longtime stalwart recycling attendant, Alerson Noyes.

Volunteers are the lifeblood of our town and the Recycling Committee is extremely gratified by the volunteer efforts of neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day; and community residents and League of Women Voters members who helped out on Household Hazardous Waste Day.

Our thanks, again, to the League of Women Voters for sponsoring E-CALL, the 24 hour ecology hotline that gives residents who call 1-800-800-6881 the how, what, when and where of recycling for our town. Remember to "Buy Recycled": buying recycled products is critical to making recycling cost-effective for our town by creating markets for the materials we collect.

Please find below the total amount of materials recycled in Boxford during fiscal year 2001:

MATERIALS	TONS	UNITS
Mixed Paper	704	
Commingled	249	
(Plastics #1, #2, #5, #6; Glass; Aluminum cans; Tin cans)		
TOTAL CURBSIDE	953	
Corrugated Cardboard	66	Tires 213 car
Scrap Metal & Appliances	68	Auto Batteries 106
#6 PS Foam Plastics	1	Motor Oil 1739 gallons
Construction/Demolition*	88*	Button Batteries &
[*DEP does not credit C/D towards		Ni-Cd Batteries 40 lb.
recycling rate, but will credit us for		Salvation Army bins emptied 108
HHW, computer, and mercury]		Computers/TV 6646 lb.
		Oil Filters 3 (55-gal)
		Fluorescent bulbs 1556 linear ft.
EST. DROP-OFF	135	
Compost** (DEP still calculating)		**DEP will credit leaves, yard waste & Christmas tree composting as we do not accept these for solid waste
Combined Tons Diverted (DEP still calculating)		
Disposed Trash	1955	
Estimated Diversion Rate	37 %	

Karen Sheridan, Chair
Teri Allen
Joanna Daniel
Lorraine Ott
Nancy Woolford

FEE SCHEDULE FOR DROP-OFF RECYCLING ITEMS

Payment: Checks made out to The Town of Boxford are acceptable at the Drop-Off Recycling Center, 7 Spofford Road.

Wood and Construction & Demolition Waste Fees

Fees will be charged based on volume brought to the Recycling Center for disposal.

Fees are based on the size and type of vehicle or container used to haul the waste.

32 gallon barrel level filled	\$ 5.00
Sedan car trunk	\$15.00
Cubic Yard measured on site	\$25.00
Station Wagon	\$50.00
Small ½ ton pickup truck	\$70.00
Minivan	\$70.00
Full size pickup truck	\$95.00
No larger vehicle may be used.	

Acceptable C&D Wastes for Recycling

The following wastes will be accepted for C&D Recycling:

Wood, lumber, used and scrap (may contain nails); doors; windows, and plate glass, mirrors; window frames with or without glass – wood, aluminum; plaster; gypsum; sheet rock (used and scrap); blue board; piping (plastic, copper); plumbing fixtures – cast iron, stainless steel, fiberglass, ceramic; ceramic tiles; linoleum sheets and tiles; pressure treated wood; painted or finished wood; roofing shingles; plastic tarps; wood furniture; wood cabinetry; laminate counter tops; brush.

Prohibited Wastes

The following wastes will not be accepted for C&D recycling:

Bricks, mortar, cement blocks, stones, rubble, hazardous wastes, asbestos, lead or toxic chemicals

Large Appliances/Metal Item Fees

Fee of \$10.00 (2 tickets) for the following:

Washers, dryers, dish washers, stoves, ovens, hot water tanks, steel bed frames, radiators, cast iron sinks and tubs, aluminum truck caps without fiberglass. Refrigerators, freezers, air conditioners and dehumidifiers.

Small Appliances/Metal Item Fees

Fee of \$5.00 (1 ticket) for the following: Micro-wave ovens, lawn mowers, gas grills, bicycles, snow blowers, tillers

Bulky Item Fees

Fees will be charged based on volume brought to the Recycling Center for disposal.

Cubic yard	\$15
Mattress	\$15
Sofa	\$45

Tire Fees

Fee of \$2.50 for one car; \$5 for one truck tire.





CURBSIDE RECYCLING

Preparing Recyclables

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean, remove metal or plastic rings & corks. O.K. to leave paper labels on.	No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, metallic coverings.
1 HDPE 2 PETE 5 PP 6 PS	Only rigid containers marked: #1 – PETE, #2 – HDPE, #5 – PP, or #6 – PS	Rinse clean, remove metal or plastic caps and rings.	No plastic lids & bands. No item that is not marked HDPE, PETE, PP or PS. No foam #6 PS cups, trays, clamshells or packing.
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No bottle/jar lids, pie plates, foil, cans with paper or plastic parts.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse.	No cans with paper parts in them, paint cans, automotive product cans, or scrap metal.
NEWSPAPER	Newspaper, brown paper bags, magazines, catalogs, telephone books, junk mail, paperboard (i.e., cereal & tissue boxes)	Put into paper bags. Remove cereal box liners.	No corrugated cardboard, waxed/coated paper. No plastic bags.
<i>Use it up, wear it out, and make it do, or do without.</i> New England Proverb			

These items can only be recycled at curbside, **NOT** drop-off.
 The reverse holds true for the drop-off items, only drop-off NOT curbside.

Drop-Off Center Recycling

No Cash Accepted

**Located at entrance to landfill, 7 Spofford Road
Open Saturdays from 8:00 A.M. to 3:30 P.M.**

**Checks Only, made
payable to Town of
Boxford**

Material	What To Recycle	Preparation	Do Not Include
Aluminum	Pans, foil	Rinse clean.	
Batteries Motor Vehicle Button Ni-Cd Rechargeable	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Power tools, computers, camcorders	Place on pallet. Place in marked container. Place in marked container.	No alkaline household batteries.
Bulky Items *Fee based on volume	Mattresses, sofas, rugs, TVs	Place in bin.	
C&D Construction & Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, and hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard.
Metal Appliances Large Appliances *Fee \$10	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off.	No TVs, wood, cement, tires, plastic parts.
Mercury-bearing Items	Fluorescent bulbs, thermometers, thermostats	Place in shed.	
Salvation Army Items Large item pick-up, call (617) 231-0803	Toys Small appliances Household items	Clean, reusable. Boxed or bagged, must fit in container.	No soiled, torn, broken, unusable, or items too big to fit in bins.
Scrap Metal *Fee \$10 No fee for small items.	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers.
Textiles	Clothes, Blankets, shoes, sheets, belts, pocketbooks, stuffed animals	Clean, dry, securely bagged.	No oil-soaked or wet items, rugs, carpet, pillows.
Tires *Fee \$2.50 each	Small truck or car	Rims okay.	
Waste Motor Oil 1st Saturdays Only	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed.

VETERANS' GRAVES OFFICER

All Veterans' Graves were decorated with a flag before Memorial Day. The graves were inspected and are all in good order with the exception of the Perkins lot.

The number of Veterans' cemetery lots this year is as follows:

Boxford Village Cemetery	72
Georgetown Road	
East Boxford Village	

Brookside Cemetery	61
Main Street	
West Boxford Village	

Harmony Cemetery	29
Ipswich Road	

Mt. Vernon Cemetery	74
Mt. Vernon Road	

All monuments and markers also had new flags as needed throughout the year.

Kenneth Chadwick
Veterans Graves' Officer



Russell Gravesite at Bald Hill – Photo by Warren Evans
Photo courtesy of Village Reporter

VETERANS' SERVICES NORTH ANDOVER-BOXFORD DISTRICT



The Town of Boxford appointed Edward Mitchell to the position of Veterans Services Officer May 2000. Expenditures made by the Veterans' Service Department during 2001 totaled \$65,277.00. Boxford District apportionments of expenses were \$11,622.87. The town of Boxford paid out **\$1,987.00** for Veterans Benefits under MGL Chapter 115.

In 1946, Chapter 115 of the General Laws was passed by the General Court creating a Massachusetts Veterans' Services Department and called for the establishment in every city, town, or district a Department of Veterans' Services. The Department of Veterans' Services is to advocate on behalf of all the Commonwealth's veterans and provide them with quality support services and to direct an emergency financial assistance program for those veterans and their dependents who are in need of benefits and services.

In 1946, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The Veterans Service Officer (VSO) is located on 3rd floor of the North Andover Town Hall. Walk-ins are always welcome however; we recommend calling first to ensure a representative is present.

Office hours are:

Monday thru Friday 8:30 AM to 4:00 PM

(978) 682-6378 or for urgent matters, call (978) 807-7286, or e-mail us at subvetagent@aol.com

***If necessary the VSO will make home visits.**

SERVICES PROVIDED BY THE STATE FOR VETERANS, WIDOWS OF VETERANS AND THEIR DEPENDENT CHILDREN BY THIS OFFICE:

Financial assistance	Medical Services
Educational Benefits	Death reimbursement
Property Tax Exemptions	Veterans Bonus
Civil Service Employment	Housing Programs
Motor Vehicle Plates	Pre-registration interment on Massachusetts
(Veteran, P.O.W. & Pearl Harbor)	Veterans Cemeteries
Gold Star Mothers & Fathers Annuities	

ALSO, ASSISTANCE PROVIDED THROUGH THE FEDERAL V.A. ADMINISTRATION FROM THIS OFFICE:

Obtaining and maintaining copies of discharges	Burial Internment for Veteran and Spouse at
Information on V.A. Home Loans	a National Cemetery (Bourne, MA.)
Insurance Programs	Applications for Widows Pensions

V.A. Hospitals / Clinic Enrolment

All of these programs are subject to eligibility according to State and Federal Guidelines.

Edward V. Mitchell, ETC/SS (USN Ret.)
District Director

Theodore R. Eaton
N.A. Graves Officer

Kenneth H. Chadwick
Boxford Graves Officer

**INDEPENDENT SERVICES
FOR THE
TOWN OF BOXFORD**

(H.A.W.C.)

Help for Abused Women and Their Children

Historic Document Center

Tri-Town Council on Youth and Family Services, Inc.

HAWC'S SERVICES FOR BOXFORD

Help for Abused Women and their Children

2001 marked HAWC's 22nd year as the only agency providing comprehensive domestic violence services to women from 23 North Shore cities and towns. From Saugus to Gloucester, HAWC (Help For Abused Women and Their Children) assists women with a range of services, including: a 24-hour hotline, emergency shelter, legal advocacy, counseling and support groups. We address the issue of teen dating violence through our school-based Teen REACH Project, and work to dispel myths about abuse through community presentations.

Since our founding in 1979, HAWC has grown tremendously, in terms of programs and the number of women served. With the assistance of more than 100 trained volunteers, HAWC provided more than 12,500 points of service to battered women and 7,500 teenagers last year.

Of the women served by HAWC in fiscal year 2001, 41 were from Boxford:

- 20 Boxford women called HAWC's *24-hour hotline*. Trained volunteers who provide information, advice, referral and assistance securing shelter for women in crisis staff the hotline.
- 20 women from Boxford received *individual counseling* of the type not usually found in mental health settings, where therapists are not always knowledgeable about battering and may not recognize signs of domestic abuse.
- 1 woman from Boxford turned to HAWC's legal advocacy program for assistance in obtaining restraining orders.

HAWC collaborates with many partners in helping women to break free from abuse. The religious community, colleges and universities, businesses, law enforcement, health care professionals, schools, city and town officials are all helping to raise awareness, end violence and assist victims. By coming together as a community, exchanging ideas, and coordinating efforts, we are taking significant steps to end violence against women.

HAWC Administrative Team:

Executive Director:

Candace Waldron

- | | |
|---|----------------|
| • Assistant Executive Director | Susan Drake |
| • Shelter Director | Paula Gomez |
| • Community Outreach Coordinator
Gloucester office | Nicole Schoel |
| • Community Outreach Coordinator
Lynn office | Sonia Pena |
| • Volunteer Coordinator | Gale Martin |
| • Training Coordinator Supervisor | Susan Staples |
| • Clinician | Donna Kausek |
| • Director of Development | Stephanie Neal |

BOXFORD HISTORIC DOCUMENT CENTER

The Boxford Historic Document Center was established by the Boxford Bicentennial Commission as an enduring legacy of the celebration of the Bicentennial of the American Revolution in 1976. It is run under the auspices of the Ingalls Memorial Library Association.

One hundred fifty seven researchers visited the BHDC in 2001. Other visitors came to look at exhibits relating to the history of Boxford's people and places, or to tour the Parkhurst doll collection housed in the Doll House. We also answer numerous telephone and mail requests. Our researchers, many of whom are from Boxford, use family papers, books, maps, photographs, and microfilm of town records and local newspapers to study aspects of the town's history, often tracing a particular family or house.

To encourage interest in the Document Center and celebrate the publication of the new photographic history of Boxford written by Brenda Moore Stickney and Martha Clark, we held an open house and book signing last spring. We also had a table at the Apple Festival in September. Newspaper articles written about local history subjects frequently draw on the photographs and collections held by the Document Center. Scout groups tour the Center, looking at old photographs and the 1776 scale model of the town, to understand how the town has developed and changed since it was incorporated in 1685. In conjunction with a BEST grant used to buy copies of the new book, Martha Clark gave local history presentations to several fourth grade classes.

Our staff this year included Martha Clark, Kathy Phillips, and Lu Gould. In addition to answering reference requests, we arrange, catalog, and describe the new collections donated to the Document Center. We have also been indexing scrapbooks and creating a new database for our photograph collection.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, 9 to 4, and during the evening, 7:30 to 9:30. We are also open the first two Saturdays of each month, from 10 until 3. Special appointments may be made with the archivist if these hours are not convenient. Books about Boxford's history are available for sale, along with sweatshirts and T-shirts, printed with the town seal.

Martha Clark
Archivist

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES

**5 Main Street
Topsfield, MA 01983**

WHO WE ARE

The Tri-Town Council is a community service organization that helps young people and their families live healthier and safer lives. Unlike other counseling centers, the Tri-Town Council works exclusively with the needs of Tri-Town residents.

Tri-Town residents founded this grassroots non-profit organization in 1972 to address concerns about drug and alcohol abuse by area youth. Since then, residents from Middleton, Boxford and Topsfield have steadfastly supported the Council's programs and services.

Tri-Town residents know that in an increasingly complex and fast paced world pressures build in all of us- children, adults, and families. Domestic violence, alcohol and other drug use, anxiety disorders, depression, or suicide can result from such pressures.

The Tri-Town Council's primary mission is to educate and counsel people in an effort to prevent these unsafe, unhealthy, and sometimes tragic occurrences from ever happening.

Our goal is to both anticipate and be responsive to community needs. Agency by-laws ensure close contact with tri-town residents' concerns by mandating that our Board of Directors includes volunteer representatives from each of the three towns. Boxford is well represented by Bernice Kehoe, Guy Simmons, Nancy Coughlin, Elisabeth Meyer, and Kara Mann.

WHAT WE DO

The Town of Boxford benefited from the following Tri-Town Council activities and programs over the past fiscal year:

- **Adjustment Counseling** and **Crisis Intervention** services, which were provided by three full-time professional counselors at Masconomet Regional School. Every child from Boxford in grades seven through twelve received some form of direct service from these counselors either in one-on-one meetings, in groups, in the classroom, in an assembly, or through distributed materials.

Tri-Town Counselors also work as needed with the families of the students they see. In addition, counselors attend Case Conferences, Individual Education Plan meetings, emergency management meetings, Health Advisory Committee meetings, Violence and Substance Abuse Prevention meetings, Students Against Destructive Decisions (SADD) meetings, and student orientation meetings.

- **Project Safety Net**, which provided five types of services to Boxford residents:
 - 1) 24 hour, seven days a week telephone access to a counselor (978-771-4619),
 - 2) Parent information meetings,
 - 3) Counseling during school vacations,
 - 4) Sexual abuse survivor counseling, and
 - 5) School consultation and training.
- The **HORIZONS** after school enrichment program for all Boxford elementary school children. More than twenty-five courses were offered each of the Spring and Fall semesters, involving hundreds of children. We are very fortunate to have hired Debbie Adam as our new program director, replacing the incomparable Janet Gronneberg who has moved on to new challenges. Debbie has not only picked up where Janet left off in Boxford, but has started a new Horizons program for the Topsfield Elementary Schools.
- The **CARE** committee is comprised of local residents who raise money for Sponsor-a-Family and Santa's Helper programs. These programs contributed over \$10,500 to needy area families and to Emmaus House, The Strongest Link, and other organizations that serve Topsfield residents.
- The **D.A.S.H.** (Disability Awareness Starts Here) program was welcomed under the Tri-Town Council umbrella of programs this year. D.A.S.H. is an important educational program, which uses 250 community volunteers a year to experientially teach second through fifth graders at the Proctor and Steward Schools (as well as in Middleton and Boxford schools) about physical and emotional disabilities.
- The **Girls Empowerment** workshop for Freshmen.
- The **Summer Playground Program**, directed by Victor Dinarello, serving 110 8-12 year olds during summer vacation. Primarily for Topsfield residents, this program accepts other tri-town youth as space allows.
- The substance-free all-night **Post-Prom Party**, which was started six years ago in an effort to keep students safe on a very dangerous night, was attended by only a handful of students last year. We ask for the support of parents and other community members to increase attendance at this important event.
- The substance-free all night **Graduation Party**, started twenty-nine years ago as one of the first of its kind in the country, was attended by 210 graduates. A third of its attendees live in Boxford.
- A Tri-Town Council **Website**, www.tritowncouncil.org, was established this year for the benefit of Boxford residents and others, with information, links, on-line counseling, and a local resource list.

- A quarterly newsletter, **The Reality Check**, is distributed to our membership in Boxford. The newsletter contains information on topics of interest such as Domestic Violence, Dangerous Drugs, Drinking and Driving, and updates on Council activities.
- **Masco Excels**, an after school activity program at Masconomet Middle School (basketball, volleyball, tutoring, arts and crafts, and activities).
- **Membership** in the Rotary Club of Topsfield, Boxford, and Middleton, which has aided Boxford students with scholarships and small grants, and has funded smoke detectors for elderly persons in need.
- **Presentations** to all Masconomet students, in conjunction with the Health curriculum, on topics including dating violence, anger management, substance abuse/ drinking and driving, HIV/AIDS and other Sexually Transmitted Diseases (STDs), healthy relationships, etc.
- Sponsorship of the **S.T.E.P.** (Systematic Training for Effective Parenting), an eight-week course on parenting offered by Joan Wing, LICSW in Boxford, which benefits Boxford residents.
- **Information, Consultation and Referral** services through our administrative office (300+ calls).
- Meeting with groups of students and individuals to discuss **Violence, Intolerance, Substance Abuse, Healthy Relationships**, and other topics of interest to teens.
- **Community Forums** on topics of interest such as school safety and the dangers of drinking and driving.
- The **WORLD AIDS DAY Candlelight Vigil** on December 1st.
- Providing support for the **Fall Foliage Classic Road Race**, in conjunction with the Rotary Club of Topsfield, Boxford, and Middleton.
- Contributing a monthly **newspaper column** on topics of local concern.
- Maintaining membership on the **ABC Masconomet** Board of Directors.
- **Active participation and leadership in Tri-Town working committees:** In FY '01, the Council was a member of the Health Advisory Council, The Massachusetts Council of Human Services Providers, the Substance Abuse and Violence Prevention Council, the Post Prom and Graduation Party Committees, the Rotary Club of Topsfield, Boxford, and Middleton, the Middleton Board of Trade, the Community Collaborative Initiative (a troubleshooting committee organized by District Attorney Kevin M. Burke's office designed to create and strengthen area resource networks), and the Massachusetts Bay United Way.

OUR FUNDING

Boxford residents voted in favor of \$23,135 or about \$3.50 per resident in FY '01 to support of the Tri-Town Council's programs and services. This funding amounted to 7% of our total budget and was extremely important to the financial health of the Council. Altogether, the towns of Topsfield, Boxford, and Middleton accounted for 20% of the Council's budget. Boxford's assessment was based on a 3% percent increase over FY '00. Contracted services with Masconomet Regional School District accounted for 55% of our budget. All other funds were acquired through fund-raising events 10%, memberships 5%, and private foundation grants 10% .

IN SUMMATION

The Town of Boxford was well served by the Tri-Town Council in 2001. Residents receive a very good return for each dollar spent in support of our many services. Even so, the value of our primary service, which we call "Prevention", is difficult to measure. How does one calculate the dollar value of a life saved or of a tragedy that never occurs?

The Tri-Town Council is a frugal organization, which spends its money very carefully.

- Community volunteers staff many of our projects,
- Volunteers who serve as a Board of Directors oversee operations,
- Our finances are reviewed by a certified public accountant and are independently audited each year,
- Our administrative overhead is kept low, and
- Our programs are run as efficiently as possible. By way of example, Project Safety Net, our 24-hour, seven days a week professional telephone information and referral service, operated by the Council for \$16,000 a year as compared to \$50,000 in other organizations.

The staff and Board of Directors of the Tri-Town Council appreciate your continued support.

Gary S. Sinclair, LCSW, CADAC
Executive Director
Tri-Town Council on Youth and Family Services

BOXFORD TELEPHONE NUMBERS

COMMUNITY SERVICES

Council on Aging (at Community Center).....	978-887-3591
Town Beach at Stiles Pond-Emergency Only.....	978-352-7033
Historic Document Center.....	978-352-2733
Sealer of Weights & Measures.....	978-887-4101
HAWC (Help for Abused Women & Children).....	978-744-8552
Tri-Town Council on Youth and Family Services.....	978-887-6512
Veterans' Agent.....	978-807-7286

DEPARTMENT OF PUBLIC WORKS

Highway Garage (fax: 352-5558).....	978-352-6555
(via Communications Dept).....	978-887-8137

EMERGENCY (Police and Fire).....911

HEALTH AND INSPECTORS

200 Washington Street, West Boxford

Animal Inspector (fax:978-352-5238).....	978-352-6336
Buildings Inspector (fax: 978-352-8142).....	978-352-2435
Electrical Inspector.....	978-352-2435
Gas/Plumbing Inspector.....	978-352-2435
Director of Health... (fax: 978-352-2567).....	978-352-2413
Conservation/Planning.....	978-352-2538
Planning Board.....	978- 352-6101

LIBRARIES (fax: 978-887-6352)

East Boxford Village.....	978-887-7323
West Boxford Village.....	978-352-7323

POST OFFICES

East Boxford Village (01921).....	978-887-5339
West Boxford Village (01885).....	978-352-6632

PUBLIC SAFETY (fax: 978- 887-8138)

Animal Control Officer.....	978-887-8135
Communications Department.....	978-887-8136
Fire Department.....	978-887-5725
Police Department.....	978-887-8135

SCHOOL DEPARTMENT

Harry Lee Cole School.....(fax: 978- 887-0703).....	978-887-2856
Spofford Pond School.....(fax: 978-352-7855).....	978-352-8616
Masconomet Regional High School.....(fax: 978-887-3573).....	978-887-2323
Superintendent – Boxford.....(fax: 978-750-1936).....	978-750-1955
Superintendent – Masconomet (ext. 6110)(fax: 978-887-3573).....	978-887-2323
Superintendent - North Shore Vocational..(fax 978-777-8403).....	978-927-6178

OFFICE OF THE SELECTMEN... (fax: 978-352-8148).....978-352-8021

200 Washington Street, West Boxford

Town Administrator..... 978-352-8021

TOWN HALL OFFICES (fax: 978- 887-3546)

28 Middleton Road

Accountant.....	978-887-0710
Assessor's	978-887-3674
Town Clerk	978-887-0806
Director of Finance.....	978-887-3482
Treasurer/Tax Collector.....	978-887-3673



BOXFORD INFORMATION

The Town of Boxford was INCORPORATED on August 12, 1685.

POPULATION - 8388

NUMBER OF RESIDENCES (2001) - 2804

REGISTERED VOTERS (December 2001) - 5133

AREA - 24.39 square miles

POPULATION DENSITY (2001) - 343.9 persons per square mile

AVERAGE HOUSE PRICE - \$450,000

MILES OF ROADS (January 1, 2001) - **128.0**

NUMBER OF NAMED STREETS - **181**

TAX RATE (FY 2002) - \$12.54 per thousand

STATE AND FEDERAL REPRESENTATION

(6th CONGRESSIONAL DISTRICT)

U. S. SENATORS

Edward M. Kennedy (D)

Russell Bldg, Rm. 315

Washington, D.C. 20510

Tel: (617) 565-3170 (Boston)

Fax: (617) 565-3183 (Boston)

John F. Kerry (D)

United States Senate

Russell Bldg., Room 421:

Washington, D.C. 20510

Tel: (617) 565-8519 (Boston)

Fax: (617) 248-3870 (Boston)

U. S. CONGRESSMAN

John F. Tierney (D)

120 Cannon Building

U. S. House of Representatives

Washington, DC 20515

Tel: (202) 225-8020

Fax: (202) 225-8037

6th DISTRICT OFFICE

160 Main Street

Haverhill, MA 01830

Tel: (978) 469-1942

Fax: (978) 531-1996

17 Peabody Square

Peabody, MA 01960

GOVERNOR

The Honorable Jane Swift (R)

State House, Room 360

Boston, MA 02133

Tel: (617) 727-3600

Fax: (617) 727-9725

STATE SENATOR

Bruce E. Tarr (R)

State House, Room 314

Boston, MA 02133

Tel: (617) 722-1600

Fax: (617) 722-1310

Home: 80 Essex Ave

Gloucester, MA 01930

Tel: (978) 283-3148

(First Essex & Middlesex Districts)

STATE REPRESENTATIVE:

Bradford Hill (R)

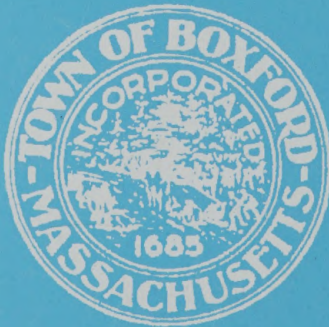
State House, Room 437

Boston, MA 02133

Tel: (617) 722-2489

Home: 16 Birch Lane

Ipswich, MA 01938 (978) 356-2626 (Fourth Essex District) Fax: (617) 722-2390



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